



**Frederick Board Meeting
Tuesday, February 28, 2023- 10:00 AM
Soil Conservation District Office**

In attendance: Supervisors: D. Flickinger (by phone), R. Myers, S. Hipkins, R. Black. Associate: B. Sweeney. District Manager H. Hutchinson, Soil Conservation Coordinator K. McAfee, K. Stevens, B. Tucker, K. Potter and B. Cammauf.

Meeting called to order by S. Hipkins at 10:12AM.

Minutes approved as presented by motion: R. Myers, second by D. Flickinger. All in agreement.

Treasurer's Report approved as presented by motion: D. Flickinger, second by R. Myers. All in agreement.

Financial Report Statements approved as presented by motion: R. Black, second by R. Myers. All in agreement.

Expenses for the month approved as presented by motion: R. Black, second by R. Myers. All in agreement.

Old Business:

1. H. Hutchinson gave the board merger update, she reported that there is currently a total of 40 signatures on the petition for Frederick and 16 for Catocotin. The petition needs twenty-five signature on each districts petition.
2. H. Hutchinson reported on the MASCD Winter meeting held on February 9, 2023, in Annapolis. She along with S. Hipkins and B. Black attended.
 - I. They were shown a new ag lease builder tool online for farmers and landowners can build draft leases. <https://agleasebuilder.org>
 - II. Terry Nuwer from the Hughes Center spoke on climate change. Emily Ranson discussed on farm composting and legislation to allow farms to receive off farm food waste for composting.
 - III. Byron Petrauskas reported that MDA will be sending out budget a budget request template in February to be returned in March, sending an MOU to each SCD in April that will need to be returned in May, executing the MOU in June.
 - IV. Jason Keppler gave update that cover crop contracts are down, but payments are up meaning farmers are implementing higher tier practices. He also provided the MACS Annual Report. The Conservation Buffer Initiative has been revised to include an option for \$330/acre for buffer maintenance and a \$1000/acre bonus for tree planting. The \$1000/acre buffer is also available for CREP plantings.
 - V. Alisha Mulkey reported that the Healthy Soils Grant application closes on March 3rd. Awards will be announced April 30. There is a limit of \$50,000/farm.
 - VI. Dwight Dotterer reported that food waste residuals must be incorporated same day or injection with October 31st being the last day to spread food residuals. Incorporation is defined at 95% coverage. Farmers can start topdressing fertilizer N on small grain on February 15. There are currently 7 vacant nutrient management planner positions in extension. MDA will identify staff who will write NM plans and those SCDs can apply for a license.
3. H. Hutchinson reported that the SSCC meeting was held on February 16th with the topic focused on the Waters of the United States.
4. H. Hutchinson reported that "Digging Deeper into Soil Health" event on February 7th was a success. There were 178 people registered and 139 people in attendance.
 - I. S. Hipkins reported that he has heard great feedback and has been asked by producers what the next event topic will be.



- II. B. Cammauf reported that he has received calls asking for assistance in relation to the soil health event.
5. H. Hutchinson reported that Legislative Day held on February 11th at New Midway Firehall went well. There was great turnout from legislators and county executives.
 - I. R. Myers reported that it was great to see the District Manager and Board Members speaking with the County Executive.
6. S. Hipkins reported that he was on the Legislative update call and that there are bills on composting that directly mention the SCD's.
 - I. HB1139, directly mentions SCD's. Other related bills on composting are HB586 and SB782.

Current Business:

1. H. Hutchinson reported that she has no update on the District Urban Technician reclassification, but addressed this in an email to the County Executive, Jessica Fitzwater.
2. H. Hutchinson reported that she reached out to Keller and Stonebreaker Insurance to inquire about Directors and Officers insurance. They were recommended by the Washington County SCD.
3. H. Hutchinson reported on NM Planning at the District. MDA determined that the SCD's in counties with nm planning vacancies, will be writing plans and Byron will be assigning them.
 - I. The SCD will need to obtain a NM License from MDA.
 - II. Kaitlyn Fuss will be writing plans in the office with K. Potter will be reviewing NM plans and signing them.
 - III. D. Flickinger expressed concerned on how plans will be ranked and who will be helped first. K. Potter explained that the operators must have all the information needed to write the plan and then it is first come first served- no new operators will be taken on.
 - IV. Motion to apply for a nutrient management license for the Frederick SCD by D. Flickinger, second by R. Myers. All in agreement.
4. R. Myers reported that there has been no formal policy written for meeting reimbursement. Please continue to ask for permission in advance of the event. Requests after the event has occurred need board approval before reimbursements.
5. The district would like to purchase an iPad for the urban technicians to allow them to view plans in the field. H. Hutchinson provided pricing from Verizon, Comcast, or Apple.
 - I. R. Myers moved to purchase an iPad, second by R. Black. All in agreement.
6. H. Hutchinson reported that at the January Board Meeting R. Myers proposed that the SCD place an ad in Homegrown Frederick. K. McAfee developed a sample ad that was presented at the Catoctin Board Meeting. Catoctin Board does not think there is a need for an ad.
 - I. After discussion, the Frederick Board will not place an ad.
7. H. Hutchinson reported that she and K. McAfee have met with Sparkhound, Salesforce, the County, and Computer Enhancements. H. Hutchinson feels that Salesforce would be the best option for the office, but comes with a cost to build the system along with annual licensing fees.
 - I. H. Hutchinson is to reach out to Salesforce to get detailed pricing.
8. H. Hutchinson reported that at the January Board Meeting a copy of the MOU with Frederick County was given to all Board Members and asked if anyone had any changes.
 - I. Discussion was tabled till March meeting so Board Members had time to review.
9. H. Hutchinson presented an email invitation from the County to participate in the 275th celebration at Utica Park. The event will be held on June 10, 2023 and the district can have a booth/stand.
 - I. R. Myers moved for the SCD to participate in the 275th Jubilee on June 10, 2023 at Utica Park, second by R. Black. All in agreement.
10. H. Hutchinson presented a sample copy of the District Newsletter that K. McAfee has created.
 - I. Discussion on how the newsletter would be dispersed to the community.



- I. K. McAfee suggests email to save printing costs and to create Google Form to collect emails for who would like to be sent the newsletter.

11. H. Hutchinson reported that the Catoctin Board denied the request to make a decision on an Ag Exemption in the Frederick District as it was not in their district.

Committee Reports:

1. **Awards:** No Report
2. **Legislative:** No Report.
3. **Info/Education:** R. Myers reported that the Scholarship announcement is ready to go into the Frederick News Post and run until the middle of April.
4. **Ag. Complex:** S. Hipkins reiterated from K. Stevens that folks from the feasibility study would be viewing the site on Monday, March 6th.
5. **RC&D:** No Report.

Communications:

1. B. Cammauf reported that program deadlines are approaching, March 24th, but he has had no further communication.

Conservation Plans: Reviewed and signed by Board Members before opening of the regular meeting.

Cooperating Agencies (MDA, Extension):

1. M. Townsend, Frederick County Agriculture Agent Associate, provided a handout prior to the meeting for upcoming events related to Extension.
2. K. Stevens reported that the Board is invited to attend the Processing Facility Community Meeting at the Frederick Fair Office on March 8th at 1PM.
3. K. Stevens reported that folks from the feasibility study will be viewing potential sites and would like to see the Ag Complex site.
 - I. K. Stevens requested that the district send a survey or plot map of the site to her by Monday, March 6th.

Urban Report: Handout provided by David Stonesifer.

Next Meeting: Wednesday, March 29, 2023 at 10 AM at the Soil Conservation District Office.

* If the snow emergency plan is in effect the meeting is canceled.

Adjournment: R. Myers moved to adjourn the regular meeting at 1:19PM and go into closed session, seconded by R. Black. All in agreement.

Minutes recorded by Kendra McAfee