

Frederick Board Meeting
Tuesday, August 27, 2023- 09:00 AM
Soil Conservation District Office

In attendance: Supervisors: D. Flickinger, R. Myers, S. Hipkins, R. Black, B. Burch. District Manager H. Hutchinson, Soil Conservation Coordinator K. McAfee.

Meeting called to order by S. Hipkins at 9:06AM.

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

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

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

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

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

Old Business:

1. H. Hutchinson reported that the results from the referendum were in. There were 226 ballots cast; 171 in favor of merger, 55 against.
 - a. The SSCC will meet September 21st and determine whether the merger is administratively feasible.
 - b. Timeline for a potential new board is still uncertain

Current Business:

1. H. Hutchinson reported that the MASCD Summer meeting is coming up on Sunday, August 27- Tuesday, August 29 in Cambridge at the Hyatt Regency Hotel.
 - a. Meeting schedules were handed out to board members.
 - b. Sunday, August 27th from 1pm-3pm is the New Supervisor Orientation. This would be great for all board members to attend.
 - c. Sunday, August 27th from 3pm-5pm is the Board Meeting. The Chairman should attend this meeting.
 - d. On Tuesday, August 29th there is a session on Best Practices for Conservation District Boards that should be very informative.
2. H. Hutchinson reported that the Soil Smart Farm Tour will be held on Friday, September 8th in cooperation with Farm Bureau.
 - a. The bus will be leaving from the Park and Ride at the Ag Complex site at 8 am.
 - b. Tours will be held at Valley Ho Farm, Richard Pry, Brian Sweeney, and Mehrle Mayne.
 - c. Please register to be counted for lunch.
3. H. Hutchinson noted that it is time to order Remington Calendars.
 - a. B. Burch motioned, second by R. Black, to order 350 Remington Calendars. All in agreement.
4. Expense Reports
 - a. National Envirothon- approved
 - b. All invited MD County SCD Banquets- approved
5. H. Hutchinson requested guidance on mileage reimbursements for employees.
 - a. After discussion it was suggested that this be addressed in the new board bylaws and to check with other District Managers to see how they handle this issue.
6. H. Hutchinson reported that there was a Public Information Act Request from McCurdy, Dean & Graditor, LLC. The request was for all records and documentation related to communications, decision making, with regard to Albert Courts.
 - a. H. Hutchinson responded to the PIA request as there was a 30-day timeframe that ended before the Frederick SCD Meeting.
 - b. Due to the Retention Policy in place, she was unable to provide any documents requested.

- c. Suggestion to add PIA Request policy to new policy book or bylaws.

Committee Reports:

1. **Awards:** H. Hutchinson reported that she is working with staff to provide the board with nominations for Cooperator of the Year. These will be brought to the next month's board meeting.
2. **Legislative:** No Report.
3. **Info/Education:** B. Burch reported that R. Myers term is set to expire on the MD Envirothon Steering Committee and he is looking to step away from the position. B. Burch requested that he be nominated and requested that the board submit his nomination. R. Myers motioned, second by D. Flickinger, to write a letter of support for B. Burch to replace R. Myers on the MD Envirothon Steering Committee. All in agreement.
4. **Ag. Complex:** No Report.
5. **RC&D:** B. Burch reported that the next meeting will be on September 21st.

Communications: H. Hutchinson brought forward invitations from Montgomery SCD, Harford SCD, and Howard SCD to attend their banquet. H. Hutchinson supplied a letter from the County Executive requesting any legislative action recommendations for the upcoming session be sent to her. H. Hutchinson noted that the Summer '23 edition of the District Digest was mailed and you should see it in your mailbox soon.

Cooperating Agencies (MDA, Extension, Frederick County Economic Development): Printed handout to each Board member.

Urban Report: Handout provided by David Stonesifer.

Next Meeting: Tuesday, September 26, 2023 at 9 AM at the Soil Conservation District Office.

Adjournment: R. Myers motioned, seconded by B. Burch, to adjourn the regular meeting at 10:59am and that the board meet in special closed session to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter as authorized by General Provisions Article Section 3-305(b)(13). The motion carried unanimously.

Minutes recorded by Kendra McAfee