

Frederick County SCD Board Meeting
Tuesday, June 18, 2024
Soil Conservation District Office

Supervisors in Attendance: D. Flickinger, B. Sowers, J. Falkenstein, and M. Shafer.

Associates in Attendance: M. Ahalt, R. Myers and S. Leatherman.

Guests in Attendance: District Manager, H. Hutchinson. Urban Technician, David Stonesifer. University of MD Extension Ag Agent, Mark Townsend, WMRC&D Executive Director, Josh Smith, District Conservationist, USDA-NRCS, Brent Cammauf, Jamie Remsburg, Patrick Heiser

Meeting called to order by Chairman, B. Sowers.

Guest: Mr. Jamie Remsburg was present to talk about his request for an Ag Exemption. H. Hutchinson explained that the district has been working with Mr. Remsburg's engineering firm, Arro Consulting to get an approved Sediment and Erosion Control plan so he can apply for his Notice of Intent. SEC plan must meet the 2011 MDE standards and Specification for Sediment and Erosion Control. More discussion in the closed session

Minutes approved from May by motion: M. Shafer motioned, second by J. Falkenstein. All in agreement.

Minutes approved from May Closed Session by motion: J. Falkenstein motioned, second by M. Shafer. All in agreement.

Treasurers Report approved as presented by motion: J. Falkenstein motioned, second by M. Shafer. All in agreement.

Reconciliation Report approved as presented by motion: J. Falkenstein motioned, second by M. Shafer. All in agreement.

Expenses for the month approved by motion: J. Falkenstein motioned, second by M. Shafer. All in agreement.

H. Hutchinson discussed bank accounts stating that the Sandy Spring Urban account isn't collecting any interest. After further discussion J. Falkenstein made a motion to open a money market account with Sandy Springs Bank in the amount of \$200,000 from the operating account. Motion was second by M. Shafer. All in agreement.

Old Business:

1. Bylaws- H. Hutchinson reported that K. McAfee and J. Watt reviewed and revised the Bylaws for consistency. They were sent to the committee members for review. H. Hutchinson would like to meet with committee members J. Falkenstein, D. Flickinger, Steve Leatherman on June 26th at 9am to review. Motion was made by J. Falkenstein for members collect meeting reimbursement for this meeting. Second by D. Flickinger. All in agreement.

2. Policy Update- H. Hutchinson reported that copy of the Conflict of Interest was in each board member and associate packet. They need to be signed and returned to her.
3. MASCD Summer Meeting- July 8-10. An Agenda and hotel confirmation information were provided for each board member attending.
4. Summer Intern- Three candidates were interviewed. Kaitlyn Bowman was selected. She graduated from Hagerstown Community College in May and will be attending West Virginia University in the fall.
5. Vehicle Insurance- Vehicle title was transferred to the new district. Insurance quotes were received from Selective (\$1,961) and Erie (\$1,309) insurance. Erie Insurance policy was signed by chairman B. Sowers.

New Business:

- 1) RC&D Presentation: Josh Smith, Western Maryland RC&D Executive Director gave a presentation on what the Western Maryland RC&D program has been doing. In FY23 Western Maryland had a 2.5-million-dollar budget and planted 430 Acres of trees. They also provide support for staffing positions in several counties. They have recently supported a conservation planner and a programs support specialist in Frederick. Past representatives on RC&D Council from Frederick and Catoctin were Barry Burch and Jon Orlowski. Looking for someone to represent the new district on the committee. J. Smith presented an invoice to H. Hutchinson for the RC&D annual membership subscription in the amount of \$200. Motion was made by J. Falkenstein and second by M. Shafer to pay the \$200 annual membership subscription. All in agreement.
- 2) Expense Reports: H. Hutchinson asked, due to the end of the fiscal year, that everyone submit their expense report before leaving the meeting so B. Sowers can sign them.
- 3) Proxy for MASCD Summer Meeting: Since B. Sowers will not be in attendance for the last BOD meeting at the Summer MASCD meeting a proxy must be granted to another member. J. Falkenstein motioned and second by M. Shafer to appoint D. Flickinger as the proxy to be able to vote at the MASCD Summer Meeting. All in agreement.
- 4) Workers Compensation: Hutchinson reported that she received quotes from Selective (\$240) and Chesapeake (\$403) through the Blue Ridge Risk Partners. Moving the policy to Selective will put all our policies with the same company making the insurance easier to manage. An exclusion form to decline coverage from each board member was presented for signature.
- 5) Soil Smart Farm Tour: Hutchinson stated that each district had given \$250 in support of transportation for the event. This year's event is September 5th. H. Hutchinson asked if the board would like to give \$500 this year? This item was tabled until next month.
- 6) Ag Exemptions: Tolson Desa and Eric Dodson came to our April board meeting and proposed that Ag Exemptions be submitted through the county portal for review prior to the SCD issuing an Ag Exemption. The purpose is to enforce the flood plain ordinance and to ensure no one is filling or excavating in the floodplain. The County is looking for a response from the board regarding changing the process to involve a county review prior to granting an

agricultural exemption. The board would like to retain the ability to make a determination on whether a proposed project is agricultural in nature. H. Hutchinson to develop a response for B. Sowers' signature.

- 7) Cover Crop Sign-Up: Cover Crop Sign-Up starts June 21st and will be open until July 17th.
- 8) Banquet: This year's banquet will be on November 21st. Kendra contacted Walkersville Fire Company. They do not host on Thursdays and the rental fee for the hall is \$1,400. Board Members agreed that it should be at Jefferson this year. H. Hutchinson to check availability and contact catering company.
- 9) Internet Provider: Received a quote from Comcast in the amount of \$182.94 a month plus a one-time fee of \$69.95 to upgrade the router to accommodate the faster speed. Service would be upgraded from 300mb to 800mb. Verizon Fios states there is not services provided to this building. Motion was made by J. Falkenstein and second by D. Flickinger to upgrade the internet with Comcast. All in agreement. H. Hutchinson stated that if we do autopay, we would save additional \$10 a month. Motion was made by M. Shafer and second by D. Flickinger to sign up for autopay with Comcast. There was discussion as to other providers that could be set up for Autopay to eliminate late fees. H. Hutchison to develop a list for next month's meeting.
- 10) Livable Frederick: H. Hutchinson attended two Livable Frederick workshops. She indicated that any requests for funds, positions etc. need to tie into the Livable Frederick Master plan.
- 11) Shirt Orders: Staff has completed their order forms. Board member need to choose their items and provide sizing. Samples was available for sizing.
- 12) District Fee Increase- B. Sowers asked to status of the fee increase. Hutchison still working on the supporting documents. H. Hutchinson did find a memo that the fee has not been increased since 2008.

Committees

RC&D: H. Hutchison asked board if they want her to set on the committee so she is aware of the programs that could benefit Frederick County. After discussion it was table until next month.

Info/Education: H. Hutchinson presented an email from B. Burch regarding the Envirothon: Harford County placed 1st and Frederick County placed 9th at the State Envirothon competition. B. Burch provide, via email, a list of County, State and National event he plans on attending. After discussion, a motion was made by J. Falkenstein and second by D. Flickinger to allow B. Burch to be reimbursed per diem for 4 State Envirothon meetings, 1 State Envirothon Competition, 1 Frederick County Training day, 1 Frederick County Competition day and the MASCD Envirothon update and award presentation – for a total of 8 meetings. Meetings that last over multiple days can receive additional per diem. Mileage may also be reimbursed if it is not provided by the State. Per diem and mileage will not be provided for National Envirothon in New York, oral presentation preparation for North Harford Highschool.

Communications: Thank you letter from Caroline Clark for the Scholarship reception award.

NRCS Report: B.Cammauf gave an update on the office space move. Concerns were raised as there is not enough space in accordance with the standard office space per staff member. B. Cammauf discussed the 30 million dollars in program funding to spend. June 24th is the deadline to apply and the selection is made the first week of July. If funding is not used it will be returned.

Cooperating Agencies:

1. Mark Townsend, University of MD Extension Ag Agent, provided a handout. If anyone is interested in participating in on farm research trials, please reach out to Mark at mtownsen@umd.edu . The Central MD Ag and Food Systems teams will be offering agronomic crop scouting services again contact Mark.

Next Meeting: Scheduled for Tuesday, July 16, 2024 at 9:00AM at the Soil Conservation District Office.

Adjournment: J. Falkenstein motioned, seconded by M. Shafer, to adjourn the regular meeting 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.