

Frederick Board Meeting
October 25, 2021

APPROVED

In attendance: Supervisors- B. Black, D. Flickinger, R. Myers, S. Hipkins, Associate P. Spurrier, B. Sweeney, District Manager- H. Hutchinson, Assist. District Manager- S. Leatherman, DC – Brent Cammauf, Extension-J. Hurry.

Minutes approved by Motion: Flickinger/Myers – All in agreement.

Treasurer's report approved by Motion: Myers/Black – All in agreement.

Joint urban checking, money market, Ag complex accounts approved by Motion: Myers/Flickinger. All in agreement.

Expenses for the month approved by Motion: Myers/Flickinger – All in agreement.

Checks # 3842 thru 3867, Joint Urban Checks # 2037 thru #2040, Ag. Complex Checks # None.

Old Business:

1. Hutchinson gave the Park n Ride update, T. Salisbury was not able to access the SHA Plat online, he said the Boards would need to hire an Attorney to get a confirmatory deed. Catoctin Board wants to first try and meet with a SHA Representative on site and see if the corners have pins. Hutchinson also reported at this time she has not received an email or a letter stating any changes on repayment of the grant. Hutchinson reported that she, Grossnickle, Falkenstein and Hipkins met with Katie Stevens at Economic Development regarding the potential of selling the Ag. Complex ground to the County. Stevens said she is starting to do a feasibility study on the first phase of the project which she has a year to complete. Hutchinson reported about the same time she received a call from Jonathon Purtz with Victory Baptist Church inquiring about the purchase of the Ag. ground.
2. Hutchinson reported about all shirt sizes have been received and will be submitting the order soon. She asked if everyone is alright with the grey color polo and button-down shirts, the Board agreed.
3. Hutchinson reported the Districts had a tele conference with MDE on small pond approval, there are still a lot of unanswered questions. The Board decided to take no action at this time.
4. Hutchinson reported she has received other estimates on the roadside project signs. Vista print gave the best price on a 4 x 8 vinyl banner with grommets and reinforced welding at \$90.19 each. E plus store gave the best price on 2 x 3 signs with stakes at 14.99 each. Heather contacted Robert Kline about putting a sign at Crum's as he farms that ground. He offered to put a sign at his waterway on Rt 15 also.
5. Hutchinson reported banquet invitations have been sent out, she is working on dignitary invitations, D. Flickinger suggested a moment of silence for those who have passed, announcing retiring Board Members and DM.

Frederick Board asked for a handout to be given at the Banquet, Hutchinson choose hand sanitizer. B. Burch will do a five-minute Envirothon presentation. Each Staff member gets 2 free tickets and Award Winners Family gets 2 free tickets.

6. Heather is to contact County about public shred.

Current Business:

1. Hutchinson went over Jim George Financial review with the Board. There was a Motion: Myers/Flickinger to accept the financial review as presented. All in agreement.
2. Hutchinson brought up the idea of a full Staff Meeting, all Staff and Supervisors. The Staff is missing personal interactions and there is both new Board Members and Staff. Would the Board support closing the office for a half day to meet off site to do some team bonding? It was suggested having it catered by Black hog, Catoctin Board is willing to pick up half of the cost. We would meet at Huffer's Farm after the season ends. There was a Motion: Myers/Flickinger to close the Office half a day the first week of November for team bonding and to pay half the cost for catering to Black hog restaurant. All in agreement.
3. Hutchinson reported MASCD needs a nominee to replace Gareth Harshman on the Legislative Committee, since he was on the Frederick Board they have first opportunity to fill the seat, after some discussion the decision was to ask Catoctin Board first and then other Western Maryland Counties.
4. Hutchinson reported she is able to get a credit card through BB&T. the Board asked Hutchinson to open a \$10,000 checking account with BB&T.
5. Hutchinson presented Banking discussion. Account # 8101 has more funds than covered by FDIC, she reported Account #8101 can be turned into an ICS (CEDAR) Account and a new Sweep Account be created, there would be a \$50-dollar one-time fee to set up this Account. There was a Motion: Flickinger/Black to turn Account #8101 into a Sweep Account. All in agreement.
6. The Board had a second Motion: Myers/Flickinger to close Account #4805 and transfer it to Account 7555 making 7555 the Sweep Account, pending Catoctin Board approval. All in agreement.
7. Hutchinson reported the Ag. Complex Account has two EIN numbers, each account can only have one, the Board directed Hutchinson to do what needs to be done to correct the issue.
8. Hutchinson presented the Annual NACD dues to the Board. There was a Motion: Flickinger/Black to pay the \$775.00 dues-All in agreement.
9. Hutchinson reported she has the NRCS working agreement but has not had time to go over it at this time, the Board said to table until November Meeting.
10. Hutchinson presented a request from District Farms for an Ag. exemption, after some discussion there was a Motion: Myers/Flickinger to deny the request on the basis it is to fill in a wetland. All in agreement.

11. Hipkins asked for a list of other Ag. exemptions in Frederick District? After some discussion the Board asked Staff to revisit each one. If no activity is going on the Ag. exemption needs to be closed out. Cooperator can request a new one when wanting to start back up.

Communication: Nothing to Report.

Cammauf: Distribute written Report: No Report- Cammauf reported programs will be starting to move in November.

Committee Report: Info/Ed - Myers reported Barry Burch is filling out application for a Supervisor Position.

Awards: Staff is working on getting pictures and writing up presentations for the Award Winners. Staff will do the presentations.

Legislative: B. Black reported DNR would like to start a deer fencing program through the districts.

Ag Complex: See Old Business

Conservation Plans: Accepted by Motion: No Plans to accept.

Cooperating Agencies: Extension J. Hurry reported he will be leaving Extension Service in the next few weeks.

NEXT MONTHLY MEETING DATE: Tuesday, November 23, @ 9:00 AM at Thurmont Grange.

Motion to Adjourn: Flickinger/Myers

Minutes recorded by Steve Leatherman

A handwritten signature in cursive script that reads "Steve Leatherman". The signature is written in black ink and includes a long, horizontal flourish at the end.