

**Catoctin Board Meeting
March 15, 2022**

In attendance: Supervisors - Falkenstein, Holter, Orłowski, Arnold, Sowers, Associates - Grossnickle, Shafer, DM Hutchinson, ADM Leatherman, DC Cammauf, RC&D J. Smith, E.D. Tucker, T. Summers, D. Johnson & B. Brennan.

Joint Board Minutes- February 18th Joint Board Minutes approved by Motion: Falkenstein/Orłowski- All in agreement.

Minutes approved by motion: Holter/Arnold. All in agreement.

Treasurer 's report approved by motion: Holter/Orłowski. All in agreement.

Joint Urban Checking Money Market, Ag complex accounts approved by Motion: Falkenstein/Arnold. All in agreement.

Expenses for the month approved by Motion: Falkenstein/Holter. All in agreement.
Checks - #8906 thru #8924, Joint urban Checks #2052 and #2053, Ag. Complex Checks – None.

OLD BUSINESS:

1. Hutchinson reported as of this time she has not received any applications for the Contractual Administrative Assistant Position.
2. Hutchinson reported the NRCS MOA was sent out with the Board packets, she said this one is for Frederick. She added a statement about NRCS being responsible for training every 2 years on the 1619 policy and also maintain the records on who is certified. There was a Motion: Orłowski/Arnold to approve the change to the MOA with NRCS and send it in. All in agreement.
3. Hutchinson reported she contacted Brunswick and Middletown Fire Departments about holding the Cooperators Banquet, there is a fee for the use of the halls and cost per dinner is around \$20.00 dollars for a turkey dinner. She has not been in contact with Jefferson at this time.
4. Hutchinson reported she has contacted MDA about workman's comp. for the NM Interns, they could not give her answers so they are contacting MDA Attorneys.
5. Sowers and Shafer reported on the Sexual Harassment Training they attended.
6. Hutchinson reported "the Taste of Maryland" was nice, she met with Rob McAfee and Hans Schmit about Office space, computers and telephones for new staff.
7. Falkenstein asked about the update on mileage expense, Hutchinson explained she looked into FAVR Program through IRS and thinks it is too involved for Soil Conservation. The Board suggested pursuing a vehicle.

CURRENT BUSINESS:

1. Josh Smith RC&D Director gave a presentation on what RC&D does and projects they are involved in at this time. He also reported the list of Staff they employee and what they do. They recently funded Beaver Dam Creek Stream Restoration and planted 428 acres of reforestation projects. He reported they are looking for acreage to plant trees preferably 10 acres plots. It is

a 15-year agreement with no easement and no cost to the landowner. If you know anyone interested contact RC&D now through December.

2. Brennan presented a request for an Ag. Exemption on behalf of Summers Farm. There was discussion and explanation that the Ag Exemption only exempts the applicant from the need for a major grading permit and does not exempt stormwater or NOI requirements. The exemption is for grading for the administrative building and three food buildings. The excavation from the administration building will be used to back fill around the food buildings where needed and soil will be stabilized before excavating for the next food building. A sediment and erosion plan will need to be approved before any construction starts. There was a Motion: Orlowski/ Holter to approve the Ag. Exemption. All in agreement.
3. The Associate position for Brennan has been tabled to next month.
4. Hutchinson reported the SSCC Meeting is on March 17th @ 9:30am and will be about WIP progress in Agriculture.
5. Hutchinson reported she had a budget meeting with the County Executive, she explained all the Soil Conservation does and the amount of State and Federal Assistance provided to Frederick County Farmers. The County Executive expressed she would like for the District to engage with advocacy groups on behalf of farmers in an effort to help educate. Hutchinson expressed the need for a third Urban Plan Reviewer and is asking for support, the County approved \$31,000 dollars additional funding for support of an Urban Reviewer. Hutchinson said no positions will be posted until after the Budget is complete. She reported she has submitted the job description to the County.
6. Hutchinson reported she was asked to write a letter of support for 2 Ag. Innovation Grants, one for Dana Garst for a crimper and the other for Stuart Garst for a drone, to spread small seeds, like radishes and legumes into standing crop. It was reported there could possibly be a field day. There was a Motion: Orlowski/Holter to write letters of support. All in agreement.
7. Hutchinson reported she was asked to do a presentation about what the District is doing to support regenerative Ag. to the Healthy Soils Frederick Work Group on March 16th.
8. Hutchinson reported on the Buffer Initiative, the Districts had 7, applications for 5 farms to install stream buffers, 4 are grass buffers, 3 are tree buffers.
9. Hutchinson reported the quarterly/ MASCD Board Meeting is on March 29th.
10. Sowers brought up the idea of both Boards meeting at the same time since most of the information is the same on both Boards. It will also cut down on Staff time for preparation and travel. Hutchinson is to ask the Frederick Board and invite them to Catocin's next Board Meeting.

COMMUNICATIONS: Nothing to Report.

CAMMAUF: distribute written report- See copy attached. Cammauf presented his report.

COMMITTEE REPORTS: Info/Ed: No Report

Hutchinson: Letters requesting donations for the Envirothon were sent to various organizations, she named them and asked if there are additional organizations to be contacted? They suggested D. W. Ogg, Gladhill Tractor, HC Summers and South Mountain Creamery. Hutchinson also reported the State

Envirothon is requesting give aways and she suggested the hand sanitizer like what was given out at the Banquet. There was a Motion: Falkenstein/ Orłowski approving the hand sanitizer as a give away and if she needs more order it. All in agreement.

Awards:

1. See Old Business #3 Awards Banquet Venues update
2. Hutchinson asked the Board to think about MASCD 2021 Awards. Are they interested in making a submission?

Legislative: No Report.

Ag. Complex: No Report.

Conservation Plans: Accepted by Motion: Falkenstein/Orłowski to accept the plans – All in agreement.

Cooperating agencies:

1. Economic Development-B. Tucker if you have a carbon contract, have it checked closely before signing.
2. Extension Report by K. Nichols- handed out at Board Meeting. In addition to the written report Extension is scheduling interviews for an Ag. Agent, Boards will be invited to participate.

NEXT MONTHLY MEETING: Date: Tuesday – April 19th @ 9:00 am- Burkittsville MD.

Adjournment – Holter/ Orłowski

Minutes recorded by: Steve Leatherman

A handwritten signature in cursive script that reads "Steve Leatherman". The signature is written in black ink and is positioned below the typed name.