

Catoctin SCD Board Meeting
July 15th, 2022

APPROVED

In attendance: Supervisors –Falkenstein, Orlowski, Arnold, Sowers. Associates: Grossnickle, Shafer. District Manager – H. Hutchinson, Asst DM – Leatherman, NRCS – Brent Cammauf, Extension: Mark Townsend.

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

Treasurer's Report approved by motion: Arnold/Orlowski to accept as filed. – All in agreement.

Financial Report Statements approved by motion: Falkenstein/Arnold – All in agreement.

Expenses for the month approved by motion: Orlowski/Arnold – All in agreement.

Checks #8992 thru #9011, Joint Urban checks #2062 thru #2065, Ag. complex checks-none

OLD BUSINESS:

1. Hutchinson reported the SSCC is to meet in closed session this month with the Attorney to discuss the process. Last month's meeting date had to be rescheduled.
2. Hutchinson reported M. Dury built the display frame to grow the radishes for the fair display. Falkenstein is going to plant the radishes. He is also going to add an orchard grass display. Dury should be reimbursed for expenses incurred and the board feels he should get recognition for his work.
3. Hutchinson presented the two Ralph Adkins photos for the MASCD auction to the board. The cost is going to be around \$40.00 each.
4. Hutchinson discussed the Brian Horman pond with Brent and Roger. It was determined that this could be done as a BMP. It will be put in his conservation plan, Roger will review the design, the MDA or NRCS technicians will do construction checks periodically, but the design engineer will be responsible for certifying the as-built.
5. Hutchinson gave the update on the district vehicle. The local government tags have arrived and were put on the vehicle, a \$200 reimbursement for title fees came along with it. Weathertech floor mats have been purchased. The cost of a logo for the front doors is \$211.56. This includes removing the TRAVERSE letters so the logo can be centered on the front doors. Falkenstein suggested getting a carwash membership at a cost of \$39 a month but no action was taken.

CURRENT BUSINESS:

1. Hutchinson reported she received applications for the District Technician position, one candidate declined the interview. Interviews were held and reference checks are being conducted.
2. The Administrative Assistant position description was submitted to the county. They classified the position as a Soil Conservation Coordinator at a grade 8. Hutchinson is continuing to work with HR on the position description.
3. Hutchinson asked the county about making the Engineering position a part time county position. The county is fine with this. The down side is that COMAR does not allow districts to charge for pond reviews. MASCD will address pond review fees during the next legislative session. There was a motion Orlowski/Arnold to bring R. Thomas on as a part time employee. All in agreement.
4. Hutchinson reported MDA is extending the FY22 MOU through June 30, 2023. Nothing has changed in the agreement. The funding remains the same. There was a motion Falkenstein/Orlowski to extend the FY22 MOU with MDA through June 30, 2023. All in agreement.
5. Hutchinson reported Farm Bureau is requesting sponsorship to help pay for the bus for the Soil Smart Farm Tour. They would like \$250 from each district. There was a motion Orlowski/Arnold to donate \$250 towards the Soil Smart Farm Tour. All in agreement.
6. Hutchinson reported as of June 17th the state mileage rate will increase from .585 to .625/mile.
7. Hutchinson reported that she received Falkenstein's MASCD registration information and asked for others so she could complete the registrations and room reservations. No one else requested registration.

8. Hutchinson reported on the July 14th Western Area meeting. The western region needs to nominate someone to serve on the bylaws and operating committee and on the resolution committee. Orlowski will serve on the legislative committee for 5 more years. The Western area will be in charge of MASCD for 2023 and it will be held in Cambridge. The Catoclin and Frederick districts were asked to take charge of next years auction. Catoclin is on board if Frederick agrees.
9. Hutchinson discussed a schedule for the weekly staff meetings but no decision was made.
10. Hutchinson asked for a committee to develop policy for meeting reimbursement. The policy should address what qualifies as a meeting, whether permission must be granted in advance, etc. Lack of a policy puts the district manager in a difficult position when authorizing reimbursements. Catoclin board said there needs to be a joint meeting to come up with a policy.
11. Hutchinson asked about award winners for the banquet, the board suggested just going with the cooperators of the year reward.
12. Hutchinson presented workman's compensation insurance to the board with a waiver for Board members. Some of the board members felt they should be included, Hutchinson is to get another quote.
13. Hutchinson reported on the June 23rd SSCC meeting, the topic was a MACS update for flat rate schedule. There will be a regional committee to develop flat rates. She also learned the districts will be getting 1 new technician and 1 new planner.
14. The July 21st SSCC meeting will focus on small farms.
15. Hutchinson asked the board about Remington calendars, there was a motion Falkenstein/Orlowski to order 350 of the same calendars as last year. All in agreement.
16. Hutchinson asked the board if they would like to join their MASCD contribution with Frederick to get more perks, you would get ¼ page Ad in the program, A social media post and space for an exhibit. There was a motion Orlowski/Arnold to do the joint sponsorship. All in agreement.
17. Hutchinson reported cover crop signup runs from July 1st to the 18th.
18. Hutchinson asked to be off the week of August 8th. Permission was granted.

COMMUNICATIONS: Nothing to report

Cammauf: Distribute written report (copy for file)- See copy attached

1. Cammauf reported he is working with some new programs.
2. NRCS is working on a new lease, the current building lease is for 32 people and the new one will be for 50.

COMMITTEE REPORTS: Information education- No report

Awards - no report

Legislative - no report

Ag. Complex - no report

Conservation plans - accepted by motion: Falkenstein/Arnold- All in agreement.

Cooperating agencies: Extension: Mark Towson- Plans a NM voucher and pesticide training this fall. There's a field day coming up in August. Mark is involved in a manure injection study with Kelly Nichols to assess nitrogen volatilization.

Next Meeting: Friday August 19th 9:00 at Burkittsville (date later changed to August 22)

Adjournment – Motion to adjourn Arnold/Orlowski – All in agreement.

Minutes recorded by: Steve Leatherman

