

**Frederick Board Meeting
Tuesday, October 26, 2022- 10:30 AM
Soil Conservation District Office**

In attendance: Supervisors: D. Flickinger, R. Myers, S. Hipkins (by phone joined later in person), R. Black (by phone), B Burch (by phone), Associates: B Sweeney, District Manager H. Hutchinson, Urban Technician D. Stonesifer

Meeting called to order by Vice Chairman D. Flickinger

Minutes approved by motion: R. Black, second by R. Myers. All in agreement.

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

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

Expenses for the month approved by motion: R. Myers, second by S. Hipkins to approve the expenses for the month with understanding H. Hutchinson will investigate why CSCD Reimbursement for half of the fair staff is listed twice. All in agreement. Check# 4138 thru 4171, Joint Urban Check # 2074 thru 2077, Ag. Complex Checks - None.

Old Business:

1. H. Hutchinson gave the board merger update, she developed a merger petition and sent it to the OAG at MDA. Justin Hayes also developed a petition. The State Committee planned to meet in closed session again in October to discuss the merger.
2. H. Hutchinson reported on Workers Compensation and Directors & Officers Insurance. After meeting with Connie Phillips Insurance last month, the board decided to procure workers compensation insurance for only the contractual employees (engineer, bookkeeper, technician) and waive the requirement for board members. All board members signed the waiver. Connie requested that Associates also sign the waiver. Discussions regarding the need for Directors and Officers insurance to protect the entity. It would cover decisions of the board, for example approving an Ag exemption, or fiscal decisions. H. Hutchinson reached out to the attorney of MD and sent information out regarding coverage under the District Tort Claims act. R. Myers asked about cost. H. Hutchinson waiting on that. After discussion it was decided to table until next month.
3. The Western region met to review the flat rate schedule. Jason Watt represented the District. The State Soil Committee will vote on the flat rates in December and they will go into effect January 2023.
4. H. Hutchinson reported that three (3) staff members and herself will be participating in the Sabillasville Environmental School Harvest program on October 28th. They will be focusing on soil health assessments.

Current Business:

1. H. Hutchinson presented the urban plan review summary report that D. Stonesifer created to show the number of plans reviewed with funds and approvals. This report will be given each month.
2. H. Hutchinson reported on the emergency reclassification for the District Urban Technician. She heard back from the County. Will need to discuss further in closed session.

3. H. Hutchinson reported on the Soil Conservation Coordinator Position. Interviewed 8 candidates on October 12 and 13th. Verbal offer was made and will need to be discussed further in closed session.
4. Quarterly meeting with the County was held on October 5th. County would like to integrate SCD with ProjectDox. There is still a question on fee collection. SCD would need to restructure our final fee if the County collects the fees to make it easier to calculate. Right now it is \$300, plus \$100 per disturbed acre. Discussion with County to start Roger on small pond reviews first. This will allow the County to see when we approve a small pond or accept the as-built so they will know if they can release the bond. During the SCD and County staff meeting there was a lengthy discussion on Ag Exemptions. County Planning and Zoning thinks that all Ag Exemptions requests should go through the County permit system. Application would be submitted online and Planning & Zoning and SCD would review. Planning & Zoning doesn't want SCD to exempt any driveway that accesses a County road because a sight distance study needs to be performed in order to get an approved permit.
5. Soil Health Outreach Workshop - staff are finalizing the date for the soil health workshop in February 2023.
6. The State Soil Committee meeting was held on October 20th. D. Flickinger attended the virtual meeting for the District. The National meeting is scheduled for February 11-15, 2023. The State is scheduled for August 27-29th, 2023 in Cambridge. Big topics were high path bird flu and the lantern fly. There are some concerns that bird flu coming into Western Maryland via surrounding states in the chicken litter used for fertilizer. Suggested to get stockpiled before transport is restricted. Rob McAfee is leaving the NRCS State office to join the National NRCS to focus on small acreage Farmer program. Jim Hansen is retiring from Extension at the end of the month with 42 years of service.
7. The MASCD Board meeting was held October 25th. At the 2021 summer MASCD meeting it was requested that the MASCD develop a procurement agreement to allow districts to outsource pond reviews. MASCD did not accomplish this, however Washington County developed an RFP and a contract. MASCD is reviewing and will provide to districts after review by the MDA attorney. MDA finished interviews for technicians and planners. Frederick will be getting one planner and one technician. The Tree Solutions Now Act requires the planting of 5 million trees. MDA will provide a \$1,000. signing bonus for CREP contracts. Looking for other ways to encourage tree planting without taking away valuable farm ground. MASCD will be providing district boards with a survey to gather information on the activities that the membership would like MASCD to focus on. Survey will need to be returned by the end of the year.
8. H. Hutchinson reported that a quick SCD staff meeting was held on October 11 to review the schedule and to make sure Steve's project sites were taken care of while he was out for his surgery. The Ag staff meeting was postponed due to interviews for the Soil Conservation Coordinator position. Next meeting is Thursday October 27th. Ag staff is in favor of having meetings with both boards in April and September. The April meeting will focus on the planning process and the September meeting will focus on soil health.
9. H. Hutchinson reported that there are several expense reports that were turned in for meetings or activities that did not receive prior board approval. Board approval is needed to reimburse the expenses. There are also missing receipts that are needed before expenses can be reimbursed. Motion was made by R. Black and second by R. Myers to approve the expenses that were presented with the need of providing the supporting documents. All in agreement.
10. Policy on meeting reimbursement is being drafted by B.Burch R. Myers. No Updates
11. H. Hutchinson stated the banquet will be held on November 17th. The menu has been finalized, grilled chicken and brisket, mac and cheese, baked beans, broccoli and grape salad. Invitation is at the printer

and being sent out. It is posted on the website and facebook. B. Sowers will be MC to introduce the board members. D. Flickinger will give the blessing. H. Hutchinson will introduce staff and present on the activities of the past year. Staff will present the cooperators awards. There was discussion about which officials to invite. All in agreement to invite the current officials. H. Hutchinson reported that the Ripley Family would like to bring their adult children. R. Myers suggested the staff and plus 1 attended for free. Motion was made by R. Myers and second by R. Black to allow the entire Ripley family, staff and supervisor with one guest to attend the banquet. All in agreement.

12. H. Hutchinson presented a request for the Envirothon dues. Motion was made by R. Myers and second by S. Hipkins to give \$1,000. for annual dues. All in agreement.
13. H. Hutchinson presented a renewal of dues from NACD in the amount of \$775.00. Motion was made by B. Burch and second by R. Myers to renew the NACD dues in the amount of \$775. All in agreement.
14. H. Hutchinson reported the Agricultural and Environmental Law Conference is being held on October 28th in Annapolis. Topics include Maryland's new Partition of Property Act, Challenges of Hemp, Environmental Justice, Legal developments in Ag and Environments, 2023 Farm Bill and Handling Food Waste: Organic waste reduction, diversion and rescue efforts in MD.

Committee Reports:

- o **Information Education:** No Report
- o **Awards:** Signs have been approved. Discussion was for one or two sided signs. All agreed to have them two sided
- o **Legislative:** No Report
- o **Ag. Complex:** No Report
- o **RC&D:** B. Burch reported that the Carroll County Government will not continue membership in RC&D because they don't see the benefits. National meeting will be held in Lancaster PA in 2024.

Communications: H. Hutchinson reported the negotiations for new office space are ongoing. There are concerns about the amount of space that is allocated. More to come on this as the process moves forward.

Conservation Plans: No Plans to accept

Cooperating Agencies (MDA, Extension): No Report

Next Meeting: Tuesday, November 22, 2022 at 10:30 AM at the Soil Conservation District Office

Adjournment: Motion made by S. Hipkins and second by R. Black adjourned the regular meeting and go into closed session. All in agreement.

Minutes recorded by David Stonesifer

Closed Session: Held October 26, 2022 following the regular monthly meeting at the Soil Conservation District Office. Attended by S. Hipkins, D. Flickinger, R. Myers, B. Burch (by phone), R. Black (by phone) and H. Hutchinson to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees or official over whom

this public body has jurisdiction and to protect the privacy or reputation of individuals concerning a matter not related to public business.