

**Frederick Board Meeting  
Tuesday, November 22, 2022- 10:30 AM  
Soil Conservation District Office**

**In attendance:** Supervisors: D. Flickinger, R. Myers, S. Hipkins, R. Black (by phone), B Burch (by phone), Associates: B Sweeney (by phone), District Manager H. Hutchinson, Urban Technician D. Stonesifer, Soil Conservation Coordinator K. McAfee.

Meeting called to order by S. Hipkins.

**Minutes approved as presented by motion:** D. Flickinger, second by R. Myers. All in agreement.

**Treasurer's Report approved as presented by motion:** R. Myers, second by D. Flickinger. All in agreement.

**Financial Report Statements approved as presented by motion:** R. Myers, second by D. Flickinger. All in agreement. A decision for removing the financial statements from board meeting packets was tabled till the December meeting.

**Expenses for the month approved as presented by motion:** R. Myers, second by R. Black. All in agreement.

**Old Business:**

1. H. Hutchinson gave the board merger update, she reported that there are currently a total of seven signatures on the petition. The petition needs twenty-five signature on each petition. D. Flickinger suggested that the petition be sat at the front desk of the SCD.
2. H. Hutchinson reported on the Harvest Days at Sabillasville Environmental School. Mark Freese, Bill Rawlings and Marshall White also attended. In the three-hour timeframe the group was there, they were able to meet with around eighty students.

**Current Business:**

1. H. Hutchinson reported on the Urban Technician reclassification. Originally the position was classified as a seven, but has now been reclassified to an eight rather than a nine as requested. H. Hutchinson responded to the county and is waiting to hear back.
2. H. Hutchinson reported on the Banquet that was held on Thursday, November 17, 2022 at the Jefferson Ruritan. There were 156 attendees and it went well. D. Flickinger commented on the food provided by Big Boys BBQ and said she has heard many compliments. S. Hipkins suggested booking the New Midway Fire Hall for next year's Banquet.
3. H. Hutchinson sent information to the Board from Connie Phillips Insurance. S. Hipkins suggested to set up a meeting directly with Connie Phillips to better explain policies. Rental insurance was question by S. Hipkins, H. Hutchinson noted that she would look into rental insurance. Any decision on insurance was tabled until the December meeting.
4. The transition to electronic plan review for ponds was reported on by H. Hutchinson. Roger Thomas will be the first person to transition to electronic plan review. Roger and David Stonesifer will attend training for the system provided by the county at a future date.
5. Soil Health Day will be held on February 7, 2023 with Jim Horman presenting. Farm Bureau will provide insurance for the event. Details for registration have not been announced. Talk of

charging for vendor spaces was brought to the table by S. Hipkins. Further discussion was pushed to next meeting. R. Myers suggested to run the event in the Frederick News Post in January.

6. The State Soil Conservation Committee Meeting was held on November 17, 2022 via teleconference. H. Hutchinson reported that the topic is a discussion of regionalized flat rates for MACS projects. Western MD would include Carroll County to Garrett County. Jason Watt has been working on this for the office.
7. The Board was invited to attend the Taste of MD Agricultural Celebration held by the MD Agricultural Council on February 2, 2023 at MD Live! Casino. Early registration for \$100/pp closes on January 13, 2022. Late registration is \$130/pp. B. Burch, H. Hutchinson, S. Hipkins, and R. Myers to attend. Final decision for attendance of the event was tabled for discussion at the December meeting.
8. The Christmas Luncheon is being held at noon on December 15, 2022 at the Burkitsville Ruritan for all staff. There will be a baked potato bar and an ice cream sundae bar with ice cream provided by Ben Sowers. There will be a joint board meeting at 11:30AM before the luncheon. Frederick SCD will split the bill for the event with Catoctin. R. Myers suggested to invite the FSA Staff. H. Hutchinson will email FSA Staff an invitation.
9. B. Burch and R. Myers planned to meet in Thurmont to discuss meeting reimbursement policy and then to review it with H. Hutchinson. There must be a receipt or canceled check for all reimbursements. S. Hipkins noted that the annual meeting will be reimbursed.
10. Corrections have been made to the NRCS Unfunded Agreement. H. Hutchinson is to approve the agreement. Motion was made by R. Myers to approve the unfunded agreement, second by R. Black. All in agreement.
11. H. Hutchinson reported on the office move. Those involved are worried about space and office configurations. Brent has advised Heather that the layout is not final and can be reconfigured if the decision is made to accept the available space. If all parties cannot reach an agreement, the bid for space will be advertised and we may end up moving elsewhere.
12. Emails requesting internships with the SCD have been received by H. Hutchinson. After a group discussion, it was determined that current workload prevents us from developing an internship program at this time. H. Hutchinson is to respond to the requests and suggest contacting other agencies.
13. D. Flickinger reported that the NASCD meeting, being held in New Orleans, registration is open.
14. S. Hipkins reported that the Farm Bureau will be holding their legislative planning day on February 11, 2023 at the New Midway Firehall.
15. The MASCD Winter Meeting will be held on February 10, ,2023 in Annapolis.

**Committee Reports:**

- **Awards:** D. Flickinger reported that the award and pictures at the Banquet were very nice.
- **Legislative:** No Report.
- **Ag. Complex:** No Report.
- **RC&D:** No Report.

**Communications:** No Report.

**Conservation Plans:** No Plans to accept

**Cooperating Agencies (MDA, Extension):** H. Hutchinson provided a letter to the Board of upcoming events from Mark Townsend, Frederick County Agriculture Agent Associate.

**Urban Report:** S.Hipkins complemented the report print out created by D. Stonesifer. H. Hutchinson brought to attention of past small ponds not being approved and questions how to reconcile the ones already built. There was no further discussion.

**Next Meeting:** Wednesday, December 28, 2022 at 10 AM at the Soil Conservation District Office.

**Adjournment:** Adjourned the regular meeting at 1:05PM.

Minutes recorded by Kendra McAfee