



Catoctin Board Meeting
Tuesday, January 17, 2023- 9:00 AM
SCD Office

In attendance: Supervisors: B. Sowers, J. Falkenstein, J. Orłowski, E. Arnold, A. Holter. Associates: W. Shafer. District Manager, H. Hutchinson. Soil Conservation Coordinator, K. McAfee. Additional Guests: Frederick County Office of Economic Development, Becca Tucker and Katie Stevens. NRCS, Brent Cammauf.

Meeting called to order by B. Sowers at 9:11 AM.

Minutes approved as presented by motion: A. Holter, second by E. Arnold. All in agreement.

Treasurer's Report approved as presented by motion: J. Falkenstein, second by E. Arnold. All in agreement.

Expenses for the month approved as presented by motion: J. Falkenstein, second by J. Orłowski. All in agreement.

1. **Bank Account Reconciliation** Motion to accept the Bank Account Reconciliation report as is by J. Falkenstein, second by J. Orłowski.

Old Business:

1. H. Hutchinson reported on the ongoing petition to merge the boards. There are currently thirteen signatures for Frederick and eight signatures for Catoctin.
2. H. Hutchinson reported that the State Soil Conservation Committee have tabled further discussion on the flat rate structure until their March meeting. The flat rate 30% COVID increase will continue until a decision is made by SSCC. B. Sowers reported that he has seen some material prices decreasing.
3. H. Hutchinson reported that the grant that K. McAfee applied for towards the "Digging Deeper into Soil Health" day was awarded.

Current Business:

1. The Maryland Association of Soil Conservation District winter meeting will be held in Annapolis at the Graduate Hotel on February 9-10, 2023. Please give H. Hutchinson your need for hotel reservations by 01/19/2023.
 - i. 2/9 starting at 10:30AM is the Business Meeting and 4:00PM starts the legislative happy hour. B. Sowers, J. Falkenstein, W. Shafer, and H. Hutchinson to attend.
 - ii. 2/10 there is an opportunity to meet with legislators from 8-10AM.
2. H. Hutchinson reported that there was a change in the State mileage rate to \$0.65/mile starting January 1.
3. H. Hutchinson brought a new policy to the table in regards to records retention of erosion and sediment plans. J. Orłowski moved to accept the retention policy, second by A. Holter. All in agreement.
 - i. Discussion about having electronic files was brought to the floor. H. Hutchinson informed the board that she and K. McAfee met with Salesforce, a CRM platform, which would handle MACS application status information and erosion and sediment control information. H. Hutchinson is to gather pricing information and other options for next meeting.



4. H. Hutchinson reported on the information provided by Connie Philips Insurance at the December 28, 2023 meeting open to Frederick and Catoclin board members. For all the policies proposed by Connie Phillips it would cost around \$4000/year. H. Hutchinson had additional questions for Connie Philips and is waiting to hear back.
 - i. J. Falkenstein asked for H. Hutchinson to bring a recommendation of policies to the next board meeting- specifically the Directors and Officers policy and what that entails.
5. H. Hutchinson noted that MDA had conversation with Extension on what a 'current nutrient management plan' is. The NM Newsletter states for a plan to be current – *“The plan’s Beginning date must include spring crop recommendations for the current calendar year. The plan’s End date should run at least through the fall of the current calendar year.”*
 - i. Topic will be discussed at the Winter MASCD Meeting.
 - ii. J. Falkenstein posed question of bringing a plan writer to the staff. K. Stevens suggests bringing this to the Legislative day and to the County Executive.
 - iii. B. Sowers requested that H. Hutchinson compose a job description for an on staff NM Plan writer.
 - iv. H. Hutchinson to email times for the Legislative Day.
6. The policy for reimbursement was tabled by the Frederick Board at their previous meeting with H. Hutchinson reporting that she will have more information for the February meeting.

Committee Reports:

- **RC&D:** No Report.
- **Info/Education:** No Report.
- **Awards:** No Report
- **Legislative:** No Report.
- **Ag Complex:** No Report.

Communications: No Report.

Conservation Plans: B. Cammauf reviewed plans on handout. Program sign up deadline will be 01/20/2023. Projects that include concrete and steel have significant cost increases. Kendrick Flowers from Michigan will be replacing Rob McAfee as State Conservationist.

Cooperating Agencies (MDA, Extension):

1. K. Stevens reported on the feasibility study being conducted by the Frederick County Office of Economic Development and that it is still ongoing. A meeting in regards to the study is set to be held on March 8th with a location and time TBD.
2. K. Stevens reported that on March 1st ag innovation grants open. Farmers looking to expand or diversify their operations can apply for funding. Information on the program, including how to apply, is available online from the Frederick County Office of Economic Development at http://www.DiscoverFrederickMd.com/ag_innovation_grant

Urban Report: Handout provided.

Next Meeting: Tuesday, February 21, 2023 at 9:00 AM held at the Burkittsville Ruritan.

Adjournment: Motion made by J. Orlowski and second by E. Arnold to adjourn the regular meeting at 11:20AM. All in agreement.



Minutes recorded by Kendra McAfee