



Catoctin Board Meeting
Tuesday, March 21, 2023- 9:00 AM
Burkittsville Ruritan

In attendance: Supervisors: B. Sowers, J. Falkenstein, J. Orłowski, E. Arnold. Associates: W. Shafer, R. Grossnickle. District Manager, H. Hutchinson. Soil Conservation Coordinator, K. McAfee. Additional Guests: Frederick County Office of Economic Development, Becca Tucker, UMD Ext., Mark Townsend. Western MD RC&D, Josh Smith.

Meeting called to order by B. Sowers at 9:07 AM.

Minutes approved as presented by motion: J. Falkenstein, second by J. Orłowski. 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 E. Arnold. All in agreement.

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

Old Business:

1. H. Hutchinson reported on the ongoing petition to merge the boards. There are currently forty signatures for Frederick and twenty-five signatures for Catoctin. Alisha Mulkey is now inquiring about what the next steps are in the process.
2. H. Hutchinson reported on the SSCC meeting that was held on March 16th. MACS will be moving forward with the new flat rate structure effective April 1st.
 - I. NRCS spoke about the revised 378 Standard. MD has not updated this as it is in COMAR. Should be updated within a year in cooperation with MDE.
 - II. John Roche plans to develop a design criteria manual where all guidance memos will be located.
 - III. All wet ponds in Class III or put and grow watersheds need to go to MDE for approval.
 - IV. The Healthy Soil Competitive Grant received 40 applications.
 - V. New pilot program related to the Tree Solutions Now Act. Any MACS practice that pays for trees is eligible for an additional, per tree payments of \$2/tree up to \$1000. CREP and Conservation Buffer Initiative do not qualify for this incentive.
 - VI. NRCS and MASCD are looking to develop an agreement to provide funding through 2027.
 - VII. NACD Fly-In is on March 22nd if anyone would like to attend.

Current Business:

1. Josh Smith, Executive Director, from Western Maryland RC&D gave a presentation.
 - I. RC&D has board representation from 6 SCD's and 5 counties.
 - II. Currently 28 active grants, agreements, MOU, and fiscal sponsors.
2. H. Hutchinson reported that she submitted the application for D&O insurance to Keller and Stonebreaker- waiting to hear back.
3. H. Hutchinson emailed out before the meeting the general fund budget request to Board Members- this was also provided in each Board Members folders. Please let H. Hutchinson know if you have any suggestions/changes.
4. A copy of the District Digest was provided in each Board Members folders. H. Hutchinson reported that it is available on the website and there is a sign up for email.
 - I. J. Falkenstein requests that future copies be printed and mailed for folks who do not use the computer. H. Hutchinson suggested to use the banquet address list.



5. H. Hutchinson reported the Frederick Board obtained a NM License for the office. Plan requests are being assigned to the district by MDA. Those who need a plan must contact the Extension office to be added to a list and will be assigned from that list.
 - I. Currently Kaitlyn Fuss and Emma Prindle are writing plans under the SCD license.
6. H. Hutchinson proposed a formal signature authority policy.
 - I. The written policy states that H. Hutchinson, District Manager, has the ability to sign checks from the Catoctin District account of up to \$1000.
 - II. J. Falkenstein moved to approve the Signature Authority Policy as written, second by J. Orłowski. All in agreement. Chairman signed policy.
7. H. Hutchinson brought forward a request for donation from the Frederick County Farm Bureau Farm Safety Camp.
 - I. J. Flakenstein moved to give a \$250 donation to the Frederick County Farm Bureau Farm Safety Camp, second by J. Orłowski. All in agreement.
8. The next MASCD Board Meeting is March 28th.
 - I. Proposed changes to the operating rules include that area meetings will take place in advance of the annual meeting. There will be a June 1 deadline for submission of resolutions to allow time for the committee to evaluate the proposals and confer with partners as needed. It is still possible to vote on resolutions from the floor.
 - II. There is suggestion to change the bylaws- currently, if the president is from the Eastern Shore, the vice president must be from Western, MD, and vice versa. The request is to remove the requirement that the president and vice president are from different sides of the state.
 - III. H. Hutchinson recommends that wording be changed to include MASCD regions.
 - IV. Board representation is needed at this meeting.

Committee Reports:

- **RC&D:** No Report.
- **Info/Education:** Envirothon training day is March 28th with competition on April 25th.
- **Awards:** No Report
- **Legislative:** No Report.
- **Ag Complex:** J. Falkenstein discusses what should happen to the Ag Complex property.
 - B. Sowers encourages to wait to sell until water and sewer is brought to the area.
 - H. Hutchinson notes that she was advised to wait to have the property surveyed until they are ready to sell.

Communications: No Report.

Conservation Plans: No Report.

Cooperating Agencies (MDA, Extension):

1. B. Tucker reported that on March 1st ag innovation grants opened and closes on March 31st. 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
2. B. Tucker noted that the Counties Transition Report is now available and mentions agriculture multiple times. This can be viewed online at <https://frederickcountymd.gov/DocumentCenter/View/343208/Transition-Report-032023>
3. M. Townsend presented a handout of important extension dates to remember.



Urban Report: Handout provided.

Next Meeting: Tuesday, April 18, 2023 at 9:00 AM held at the Burkittsville Ruritan.

Adjournment: Motion made by J. Falkenstein and second by J. Orlowski to adjourn the regular meeting at 11:18 AM. All in agreement.

Minutes recorded by Kendra McAfee