

Frederick County SCD Board Meeting
Tuesday, March 19, 2024
Soil Conservation District Office

Supervisors in Attendance: D. Flickinger, B. Sowers, and M. Shafer.

Associates in Attendance: R. Myers, M. Ahalt, S. Leatherman, S. Hipkins (arrived at 9:28am).

Guests in Attendance: District Manager, H. Hutchinson. Soil Conservation Coordinator, K. McAfee. UME Frederick Ag Agent, M. Townsend. Patrick Heizer.

Meeting called to order by Chairman, B. Sowers at 9:06am.

Minutes approved from February 20th by motion: D. Flickinger motioned, second by M. Shafer. All in agreement.

Minutes approved from February 20th Closed Session by motion: M. Shafer motioned, second by D. Flickinger. All in agreement.

Catoctin February Treasurers Report approved by motion: M. Shafer motioned, second by D. Flickinger. All in agreement.

Frederick February Treasurers Report approved by motion: M. Shafer motioned, second by D. Flickinger. All in agreement.

Frederick County February Treasurers Report approved by motion: M. Shafer motioned, second by D. Flickinger. All in agreement.

Reconciliation Report approved by motion: D. Flickinger motioned, second by M. Shafer. All in agreement.

Expenses for the month approved by motion: M. Shafer motioned, second by D. Flickinger. All in agreement.

Old Business:

1. H. Hutchinson reported that HB1017, Boundary of the Frederick County Soil Conservation District – Alteration, passed the house with a vote of 137-0.
2. H. Hutchinson reported that she was contacted by Larry Remsburg to let the board know that after speaking with Frederick County Planning & Zoning they are no longer interested in pursuing purchase of the ag property.
 - a. H. Hutchinson contacted the Office of Attorney General to see if the board needed to bid out the property. The board is able to dispose of the property as they see fit.
 - b. The office also received a voicemail in interest from a church to purchase the property.
 - c. M. Townsend brings forth a proposal: “Re-envisioning and Reinventing On-Farm Trials and Demonstrations in Frederick County”.
 - i. D. Flickinger motioned, second by M. Shafer, motioned to continue the proposal discussion with M. Townsend. All in agreement.

3. H. Hutchinson reported that she made additional changes to the Bylaws to include descriptions of the committees.
 - a. Board to review proposed changes and be prepared to modify and/or adopt at the next meeting.
4. H. Hutchinson presents the existing policies to be signed.
 - a. Employee Mileage Reimbursement policy approved on February 20th and signed by Chairman, B. Sowers, today.
5. H. Hutchinson reported that the next SSCC meeting will be held on March 21st. If anyone is interested in attending the topic will be on forest clearing for conversion to crop production.
6. H. Hutchinson reported that Soil Health Day on February 28th was well received and she has had several great comments on the speaker and lunch.

New Business:

1. H. Hutchinson reported that the 2024 MASCD Coloring Contest has been released. K. McAfee has emailed the coloring page and flyer to FCPS and it is posted on the website.
 - a. M. Townsend requests it be emailed to him so he can share with 4H Leaders.
 - b. H. Hutchinson reports that D. Stonesifer suggested ordering mugs with copies of the winning coloring pages to give to winners.
 - i. D. Flickinger motioned, second by M. Shafer, to provide a mug with winning colored picture and citation to class winners of the Coloring Contest. All in agreement.
2. H. Hutchinson has completed the General Fund Budget request for MDA. Supervisor funding is capped at \$7,500 and the board is requesting \$6,853. H. Hutchinson also requested additional funds for financial reviews as this upcoming year the SCD will need to complete three (Frederick, Catoclin, and Frederick Co.).
 - a. M. Shafer motioned, second by D. Flickinger, to accept the General Fund Budget request. All in agreement.
3. H. Hutchinson reported that M. Shafer, J. Falkenstein, and herself went to Sandy Spring Bank to open a new operating account. M. Shafer was happy with the service they received.
 - a. M. Shafer motioned, second by D. Flickinger, to move the Joint Urban account to Sandy Spring Bank. All in agreement.
4. H. Hutchinson reports that she has been working on the SCD Budget. The SCD needs to increase our fees and be able to justify a fee increase to County Council. D. Stonesifer compiled a list of surrounding counties fees. In order to cover only our district employee salaries, the SCD would need to increase fees by at least 20%.
 - a. M. Shafer motioned, second by D. Flickinger, to increase SCD Urban Fees by 30%. All in agreement.
 - b. S. Leatherman suggests to also take a look at City inspection fees.
5. H. Hutchinson reported that she and Brent met with the county to discuss the county review process for some BMPs. The intent was to streamline the process by explaining the process we use to obtain wetland and waterway approval from MDE when proposing work in the floodplain. The county has established a new floodplain ordinance as of August 2023 and must

abide by that process. They do not recognize the process that NRCS uses to develop the report they submit to MDE Wetlands and Waterways and the Army Corps of Engineers for approval prior to constructing a BMP in a floodplain. The result is that no BMPs may be placed in the floodplain without an engineering study, a letter of map amendment, and approval from the board of appeals. A follow up meeting was scheduled with the MDA attorney and an attorney from the County. No resolution was reached. Tolson DeSa agreed to meet with Brent and Heather and review the list of BMPs to try and determine which ones will require review by the board of appeals.

6. H. Hutchinson proposed a Redline Revision policy and Public Information Act Request policy. The Redline Revision policy was moved to the next monthly meeting.
 - a. M. Shafer motioned, second by D. Flickinger, to approve the Public Information Act Request policy. All in Agreement.
7. H. Hutchinson reported that the next MASCD Board of Directors meeting is on March 26th. The Chairman must attend and a virtual option is available. The Summer Meeting will be held from July 8-10 in Cambridge, MD and room blocks are open.
 - a. H. Hutchinson, D. Flickinger, B. Sowers, and M. Shafer will be attending.
8. H. Hutchinson reported that Frederick County Envirothon training day will be held at the Cunningham Park Manor area on March 26th and the competition day will be held on April 23rd. Event insurance will be costing \$331 that needs to be paid by credit card and the Chairman must sign the policy.
 - a. In regards to Barron Burch no longer being a supervisor, H. Hutchinson heard back from Karen Miller at the State Envirothon Committee who noted that if Mr. Burch was an employee or board member he could serve as Chair of the National Envirothon committee.
 - i. R. Myers suggests looking into the roll of "Consulting Associate" for Mr. Burch.
9. H. Hutchinson reports that several CD's will mature before the next board meeting so decisions need to be made.
 - a. The Middletown Valley Bank CD will be maturing on April 12th. H. Hutchinson would like to cash out and place into a Sandy Spring CD. No decision was made.
 - b. The Endowment Account CD will mature on April 9th.
 - i. M. Shafer motioned, second by D. Flickinger, to pull out the interest made from the Endowment Account CD to pay for scholarships and open a new CD at Sandy Spring Bank in the amount of \$25,000. All in agreement.
10. H. Hutchinson brings forward a letter from Frederick County Farm Bureau requesting a donation for Farm Safety Camp.
 - a. M. Shafer motioned, second by D. Flickinger, to donate \$500 to Frederick County Farm Bureau's Farm Safety Camp. All in agreement.

Communications: An invitation to the Kent SCD Annual Cooperator's Dinner was received.

Next Meeting: Scheduled for Friday, April 26, 2024 at 9:00AM at the Soil Conservation District Office.

Adjournment: D. Flickinger motioned, seconded by M. Shafer, to adjourn the regular meeting at 12:08pm and that the board meet in special closed session to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter as authorized by General Provisions Article Section 3-305(b)(13). The motion carried unanimously.

APPROVED