

**Frederick County SCD Board Meeting**  
**Tuesday, September 16, 2025**  
**Soil Conservation District Office**

**Supervisors in Attendance:** D. Flickinger, J. Falkenstein, M. Shafer, R. Black (arrives at 9:21am), B. Sowers.

**Associates in Attendance:** M. Ahalt, R. Myers (leaves at 11:41am), S. Hipkins (arrives at 9:21am, leaves at 11:15am).

**Guests in Attendance:** District Manager, H. Hutchinson. Soil Conservation Coordinator, K. McAfee. District Conservationist, B. Cammauf (joins at 11:39am). K. Potter, MDA Western Regional Coordinator.

Meeting called to order by Chairman, B. Sowers at 9:01am.

**Meeting Minutes**

**Minutes approved from August Meeting by motion:** J. Falkenstein motioned, second by M. Shafer. All in agreement.

**Minutes approved from August Closed Session by motion:** D. Flickinger, second by M. Shafer. All in agreement.

**Financial Reports**

**August Treasurers Report approved as filed by motion:** M. Shafer motioned, second by D. Flickinger. All in agreement.

**Bank Account Reconciliation Report approved as amended by motion:** D. Flickinger motioned, second by J. Falkenstein, to approve the bank account reconciliation report with an amendment to the Truist Checking balance to match the correct account balance due to a decimal misplaced. All in agreement.

**Expenses for the Month approved by motion:** M. Shafer motioned, second by R. Black. All in agreement.

- I. D. Flickinger motioned, second by M. Shafer, to move \$400,000 from the Urban Checking Account to a CD. All in agreement.

**Old Business:**

1. Outreach: Open discussion on outreach initiatives the SCD could be doing.
  - a. Committee assignment: P. Heizer, M. Ahalt, D. Flickinger, and R. Myers.
2. Soil Smart Farm Day: Held in conjunction with Farm Bureau, the tour was held on September 4<sup>th</sup> and was great turnout. The tour made stops at Pleasant Hill Produce, Glade Haven Dairy Farm, Links Bridge Vineyard, and Catoctin Mountain Orchard.
3. Drone Field Day: Held on September 9<sup>th</sup> at Susie Knapp and James Ramsburgs Bittersweet Farm with 25 people in attendance.
4. Internal Banking Transfers Policy: Last meeting the Internal Banking Transfers policy was passed but never signed. Signature received by Chairman.

**New Business:**

1. Expense Reports:
  - a. J. Falkenstein motioned, second by M. Shafer, to pay associate supervisor per diem and mileage for attending the Drone Field Day. All in agreement.
  - b. D. Flickinger motioned, second by M. Shafer, to pay supervisor per diem and mileage for attending the Soil Smart Farm Tour. All in agreement.
2. Ag Complex: H. Hutchinson contacted Salisbury, McLister, and Foley about changing the name on the Ag Property deed to the Frederick County Soil Conservation District and also updating the deed to remove the acreage that was transferred to State Highway for the park and ride. The new deed will cost \$595.00.
3. Annual Cooperators Banquet: The Annual Cooperators Banquet will be held on November 19<sup>th</sup> at 7PM at the New Midway Volunteer Fire Company.
  - a. J. Falkenstein motioned, second by M. Shafer, to have turkey, ham, and fried shrimp as the meal selection for the annual cooperators banquet. All in agreement.
  - b. All employees and board members are invited to attend and bring one guest.
  - c. R. Black motioned, second by M. Shafer, to charge \$15.00/adult and \$10.00/child 5yrs-10yrs old. All in agreement.
  - d. B. Black to provide apple cider, B. Sowers to provide ice cream, and M. Shafer to provide milk.
4. Cooperator of the Year: H. Hutchinson provided two nominations provided by the staff.
  - a. M. Shafer motioned, second by J. Falkenstein, to make Ryan Grove the 2025 FCSCD Cooperator of the Year. All in agreement.
5. Annual Financial Review: Jim George will be in the office on Monday, September 22<sup>nd</sup> and Tuesday, September 23<sup>rd</sup>.
6. Great Frederick Fair: Based off the GFF theme, staff have designed a booth based on soil texture "Cracking the Code on Soil Texture". Staff have signed up for all shifts. K. McAfee has passes available if board members would like to help.
7. SSCC Meeting: The next SSCC meeting is on September 18<sup>th</sup>.
8. Soil Health: H. Hutchinson notes that speaker recommendations and topics are needed. Discussion produces the following suggestions:
  - a. Panel of farmers
  - b. Carbon credits
  - c. New technology
  - d. Bay health
  - e. Pasture management
  - f. Steve Ernst
  - g. Silvo pasture
9. Telephone Meeting Attendance: J. Falkenstein motioned, second by R. Black, that supervisors and associate supervisors must attend board meetings to receive per diem. Per diem will not be provided for remote attendance. All in agreement.

**Communications:** H. Hutchinson reported that she received a thank you from Frederick County Farm Bureau for providing the bus for the Soil Smart Farm Tour.

**Bylaws and Policy:** No report.

**NRCS Report:** B. Cammauf reviews the local workgroup questionnaire.

**MDA Report:** K. Potter notes the tracker is down and being transitioned to Salesforce. MACS is updating and reviewing policies on best management practices for livestock operations and how to manage the contract life for practices that require repair- a webinar to come later.

**Cooperating Agencies:** No report.

**Next Meeting:** Scheduled for Tuesday, October 21, 2025, at 9:00AM at the Soil Conservation District Office.

**Adjournment:** R. Black motioned, seconded by J. Falkenstein, to adjourn the regular meeting at 12:11pm 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