



# WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

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**MINUTES**  
WASHINGTON COUNTY SOIL CONSERVATION DISTRICT  
**REGULAR MEETING**  
June 9, 2021 - 10:30 a.m.  
**Via Zoom Conference**

**ATTENDEES:**

Supervisors Present: Harry Strite (Chair), J. Scott Shank, III (Treasurer) and Janet Stiles Fulton (Supervisor)

Associate Supervisors Present: Kirk Winders

Others Present: Elmer Weibley, Denise Price, Lori Flook Bishop, and Brent Cammauf (USDA, NRCS)

**CALL TO ORDER:**

Meeting called to order by Harry Strite, Chair, at 10:41 a.m.

Introduction of Guests: Blyth McManus, with the National Park Service, joined the meeting to introduce herself to the Board of Supervisors. Blyth assists with the historical agriculture leasing program, and is housed at the new C&O Canal Headquarters building, Williamsport, MD.

**APPROVAL OF MINUTES:**

The May Regular Board Meeting Minutes were submitted for review and approval.

J. Scott Shank, III made a motion to approve the May Regular Board Meeting Minutes as submitted. Janet Stiles Fulton seconded the motion. Motion carried.

The May Closed Session Board Meeting Minutes were submitted for review and approval.

J. Scott Shank, III made a motion to approve the May Closed Session Board Meeting Minutes as submitted. Janet Stiles Fulton seconded the motion. Motion carried.

**District Board of Supervisors**

Harry E. Strite  
*Chair*

J.D. Rinehart  
*Vice Chair*

J. Scott Shank, III  
*Treasurer*

Janet Stiles Fulton  
*Supervisor*

Edward C. Wurmb, D.V.M.  
*Supervisor*

Boyd Michael  
*Associate*

J. Tyler Harp  
*Associate*

Kirk E. Winders  
*Associate*

### **TREASURER'S REPORT:**

The May Treasurer's Report was submitted for review and approval.

The new condensed version of the Treasurers Report, approved in May, was sent out this month. All accounts in order. The Board reviewed. Some discussion.

J. Scott Shank, III made a motion to approve the May Treasurer's Report as submitted. Janet Stiles Fulton seconded the motion. Motion carried.

### **MONTHLY BILL APPROVAL:**

The May Monthly Bill Approval Report was submitted for review and approval.

J. Scott Shank, III made a motion to approve the May Monthly Bill Approval Report as submitted. Janet Stiles Fulton seconded the motion. Motion carried.

### **MACS MONTHLY COST-SHARE REPORT:**

The MACS Monthly Cost-Share Report was submitted for review and approval.

Elmer reviewed the report with the Board and noted seeing improvement in turnaround with the new leadership at the MACS office.

Janet Stiles Fulton made a motion to approve the MACS Monthly Cost-Share Report as submitted. J. Scott Shank, III seconded the motion. Motion carried.

### **DISTRICT CONSERVATIONIST'S REPORT:**

The District Conservationist Report was submitted for review and approval.

Brent Cammauf, District Conservationist shared the following:

- Update on staff returning to work; possibly next month in person, in the office.
- Planning/Completed Conservation Plans - (4)
- Implementation Federal Programs - (1) payment this month; High Tunnel System
- (15) Applications/Federal Contracts for EQIP approved, including forestry invasives, roofed HUA, ag facility, Conversion to grazing, GCI program, and high tunnels.
- Change over in the State office.

J. Scott Shank, III made a motion to approve District Conservationist Report as submitted. Janet Stiles Fulton seconded the motion. Motion carried.

**REPORTS FROM OTHERS:** None

## **URBAN PROGRAM REPORT:**

Dee Price, Urban Program Director and Assistant Manager shared the following:

- **Sediment Control Review Report:**  
The May Sediment Control Review Report was submitted for approval.  
  
J. Scott Shank, III made a motion to approve the Sediment Control Review Report as submitted. Janet Stiles Fulton seconded the motion. Motion carried.
- **Butterfly Garden - Update:** The Butterfly/Pollinator Garden Project was completed on Friday, June 4<sup>th</sup>. The approved budget for the project was \$2000, and the project came in under budget at \$1680. One monarch butterfly has been seen already. The garden looks very nice and the harvesting of rainwater, and other practices are working great.
- **City of Hagerstown Stormwater Incentive Program - Update:** A draft of the manual for the City of Hagerstown Residential Stormwater Incentive Program (RSIP) was provided to the Board for review and discussion. The manual includes an Introduction, Background and Program Development, Goals, Objectives and Responsibilities, Program Scope and Eligibility, Application Process and Requirements, Approval Process, and Inspections and Compliance. The Board was asked to provide any suggestions or questions. City residents will be receiving stormwater utility bills by the end of the month. Elmer has invoiced the City of Hagerstown for work completed by the District to date.

## **OLD BUSINESS:**

The Board discussed the following old business:

**Grants - Update:** Elmer provided an update on the Claggett project on Beaver Creek. Have received the USACOE Permit and will now apply for local permits. We are looking at an August 16, 2021 start date. We have the signed contract for the Mayo/Bumpers project with Ecotone, just waiting on bonds before starting work.

**Beginning Live Meetings - Discussion:** The discussion on beginning live Board meetings had been tabled at the May Board meeting. Elmer's recommendation is to return to live meetings beginning July 2021. We will continue to offer a conference call option for outside agencies or those who may not feel comfortable in person. The ZOOM conference will discontinue.  
J. Scott Shank, III made a motion to proceed as stated for the return to live Board meetings beginning July 2021. Janet Stiles Fulton seconded the motion. Motion carried.

Elmer also noted, Washington County Government is reopening their buildings June 14, 2021. Business will be conducted at the counter with very little one on one in offices. The District will continue pre-construction meetings via phone conference. The State has rescinded the mandatory teleworking for employees. State employees are now required to return to work in the office asap or by July 1, 2021. An option for limited Telework is being offered by MDA not to exceed two full days per week with the understanding that Telework days may need to be preempted by customer needs.

**OTHER OLD BUSINESS:** None

**NEW BUSINESS:**

The Board discussed the following new business:

August Board Meeting - Move Date to August 18<sup>th</sup>: Due to the MASCD Summer Meeting being held August 1-3, 2021 and Elmer on vacation until August 4, we will need to reschedule the August Board meeting until the following week, August 18, 2021. This will allow additional time to complete the accounting tasks and assemble Board meeting materials. The Board concurred.

FY2022 General Fund Budget - Previously Distributed: A copy of the FY2022 General Fund Budget worksheet that Elmer and Dee have been working on has been provided for review. A few line items were added. The budget request was reduced from last year. MDA funds were cut for rent support. This Budget has been reviewed with the District Board Treasurer. Elmer is seeking approval of the Budget as presented. J. Scott Shank, III made a motion to approve the General Fund Budget as presented. Janet Stiles Fulton seconded the motion. Motion carried.

FY2022 Bay Trust Fund Budget - Previously Distributed: A copy of the FY2022 Bay Trust Fund Budget has been provided for review. The Bay Trust Fund supports a portion of the salaries for Elmer and Lori. The budget request was due and submitted June 8, 2021. J. Scott Shank, III made a motion to approve the Bay Trust Fund Budget as presented and submitted. Janet Stiles Fulton seconded the motion. Motion carried.

FY2022 District Budget, Draft - Attached: A copy of the FY2022 District Budget has been provided for review. The spreadsheet shows all funding sources and expense breakdowns. The Board reviewed and discussed. Elmer is seeking approval of the budget presented, keeping in mind, adjustments may have to be made after receiving the MDA and Bay Trust Budget finals. Those adjustments will be considered with the District Treasurer. Janet Stiles Fulton made a motion to approve the District Budget as presented and submitted, keeping in mind, adjustments may have to be made after receiving the MDA and Bay Trust Budget finals. J. Scott Shank, III seconded the motion. Motion carried.

**OTHER NEW BUSINESS:** None

**ADJOURNMENT:**

J. Scott Shank, III made a motion to adjourn the June Regular Board Meeting. Janet Stiles Fulton seconded the motion. Motion carried.

Harry Strite adjourned the June Regular Board Meeting at 11:13 a.m.  
The next meeting to be held, Wednesday, July 14, 2021, 10:30 a.m., WCSCD Conference Room.