

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

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MINUTES

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

REGULAR MEETING

July 23, 2025 - 10:00 a.m.

WCSCD Conference Room Live and with the ZOOM Platform

ATTENDEES:

Supervisors Present: Harry Strite (Chair), Ariel Herrod (Supervisor), and J. Scott Shank, III (Treasurer), and Joshua Ernst (Supervisor) (via ZOOM)

Associate Supervisors Present: Boyd Michael (via ZOOM)

Others Present: Denise "Dee" Price, Mark Kendle, Lori Flook Bishop, Jim Kriner, Brent Cammauf (USDA, NRCS), and Loretta Collins (SSCC)

CALL TO ORDER:

The July Regular Board Meeting was called to order by Harry Strite, Chair, at 10:14 a.m.

INTRODUCTION OF GUESTS:

Joining today's meeting, Loretta Collins, Executive Secretary (SSCC). Loretta has been in this position for nearly a year and is continuing to go to Board Meeting's in each County around the State. She works at MDA, however, only works with the State Soil Conservation Committee. Loretta's visit today was to speak directly with Supervisors, following up to see if they have completed the Supervisor Survey she had recently emailed. She also asked who was coming to the MASCD Summer Meeting and offered a conversation regarding the importance of Supervisor participation. Loretta stated, answers to the Supervisor Survey and observation and discussion during the Board Meeting will help provide topics for discussion at the Summer Meeting.

REGULAR BOARD MEETING MINUTES:

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

Ariel Herrod made a motion to approve the June Regular Board Meeting Minutes as submitted. Joshua Ernst seconded the motion. Motion carried.

District Board of Supervisors

Harry E. Strite
Chair

Ariel L. Herrod
Vice-Chair

Boyd J. Michael, III
Associate

J. Scott Shank, III
Treasurer

Kirk E. Winders
Associate

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

James M. Kriner
Associate

Joshua C. Ernst
Supervisor

TREASURER REPORT:

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

Ariel Herrod made a motion to approve the June Treasurer's Report as submitted.
Joshua Ernst seconded the motion. Motion carried.

Overall District Budget - Approval: Dee shared a draft copy of the District Budget for FY2026 for review and approval. She offered explanations of various increases and decreases within the draft budget.

Dee is seeking approval of the District FY2026 Draft Budget as presented, reflective of the funding sources, i.e. County, General, Trust Fund, fees, etc., as well as, projected operating expenses.

J. Scott Shank, III made a motion to approve the District FY2026 Draft Budget as presented.
Ariel Herrod seconded the motion. Motion carried.

General Fund MOU/Budget - Approval/Signature: Dee presented a copy of the FY2026 (General Fund) MOU Between Maryland Department of Agriculture and Washington County Soil Conservation District for Board of Supervisor review and approval, as well as, Harry Strite's (Chair) signature.

Ariel Herrod made a motion to approve the documents and to move forward with Harry Strite's (Chair) signature on the FY2026 (General Fund) MOU between Maryland Department of Agriculture and Washington County Soil Conservation District.
Joshua Ernst seconded the motion. Motion carried.

Trust Fund MOU/Budget - Approval/Signature: Dee presented a copy of the FY2026 (Trust Fund) Chesapeake & Atlantic Coastal Bays 2010 Trust Fund Agreement for Board of Supervisor review and approval, as well as, Harry Strite's (Chair) signature.

Ariel Herrod made a motion to approve the documents and to move forward with Harry Strite's (Chair) signature on the FY2026 (Trust Fund) Chesapeake & Atlantic Coastal Bays 2010 Trust Fund Agreement. Joshua Ernst seconded the motion. Motion carried.

Certificate of Deposit - Renewal: The current 12-month Certificate of Deposit (CD) with Truist Bank matures July 24, 2025 (tomorrow's date). The Maturity Amount is \$21,379.61. The CD is set up on Auto Renewal unless action is taken prior to the ten (10) calendar day "grace period". The Board discussed other options of investing the CD funds, however, following discussion, decided at this time, it would be in the best interest of the District, to cash the Truist CD and deposit the Maturity Amount of \$21,379.61 into the Middletown Valley Bank (MVB) Money Market account.

J. Scott Shank, III made a motion to cash the Truist CD, in the Maturity Amount of \$21,379.61 and deposit to the Middletown Valley Bank (MVB) Money Market account.

Ariel Herrod seconded the motion. Motion carried.

The End of Year Closeout was completed by Michele Kendle with the District's accounting firm Albright, Crumbacker, Moul, & Itell, LLC, July 2, 2025. The visit was expedient with completion within fifty minutes due to Dee's diligent work in QuickBooks.

Additionally, the District's Annual Review of Receipts and Disbursements is scheduled for August 12, 2025, 9:00 a.m., with Breanna Barnhart of accounting firm Albright, Crumbacker, Moul, & Itell, LLC.

MONTHLY BILL APPROVAL:

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

Ariel Herrod made a motion to approve the June Monthly Bill Approval Report as submitted. Joshua Ernst seconded the motion. Motion carried.

REPORTS FROM OTHERS: None

URBAN PROGRAM REPORT:

Sediment Control Review Report: The June Sediment Control Review Report was submitted for review and approval by Mark Kendle (Programs Technician/Office Coordinator).

Ariel Herrod made a motion to approve the June Sediment Control Review Report as submitted. Joshua Ernst seconded the motion. Motion carried.

Pond Approval(s): None

OLD BUSINESS:

The Board discussed the following old business:

Cover Crop Program - Update: The new Cover Crop Program sign-up ended July 17, 2025. Dee noted, there were approximately seventy applications with roughly 18,017 acres. This is a slight increase from last year's sign up.

Antietam Creek Report Card Event - Update: Dee and Mark attended and participated in the Antietam-Conococheague Watershed Alliance (ACWA), and the Beaver Creek Watershed Association (BCWA) outreach event titled Antietam Creek Watershed Report Card (Release), June 12, 2025. Held at the Beaver Creek School Event Center, this event provided community members an opportunity to meet various organizations and environmental practitioners, and to

learn methods and funding sources to improve their personal land stewardship practices. Dee added it was a good turnout, and they now have three leads for future Forest Conservation projects.

Hamilton Run Stream Restoration Outreach Event - Update: Representing WCSCD, Dee and Mark participated with the City of Hagerstown, Catoctin Land Trust, and Ecotone, Inc., in the Hamilton Run Stream Restoration Outreach Event, Monday, July 14, 2025. The event was held at the Hagerstown American Legion Post, Northern Avenue, Hagerstown. This was a free event, with light refreshments, and a public comment session offered. Participants could review the conceptual Hamilton Run Stream Restoration Plans and meet with designers, builders, and environmental organizations. Participating in these such events are part of the requirement with Catoctin Land Trust funding, and there are plans for more outreach events in the future.

Retirement Health Insurance (Continued Discussion): A follow up from the previous month's discussion regarding a potential 'Retirement Health Insurance - Employer Contribution' program for District employees. The Board discussed the development of an Individual Coverage Health Reimbursement Arrangement (ICHRA); the parameters will be decided by a separate committee.

Ariel Herrod made a motion to accept the ICHRA idea and development, and for parameters to be decided by a separate committee. J. Scott Shank, III seconded the motion. Motion carried.

Open House - Update: Dee advised flyers for the 85th Anniversary Open House have been emailed to Agricultural Producers, Engineering Firms, Contractors, Washington County Government, City of Hagerstown, District Managers across the State of Maryland, etc. We have been working with Copyquik, ordering products with the District's 85th logo, as well as, a commemorative gift. Brooke's House Coffee and Chocolate will provide catering, and we will supply cupcakes and drinks. The WCSCD 85th Anniversary Open House will be held, Wednesday, August 20, 2025, 12:00 - 3:30 p.m.

OTHER OLD BUSINESS: None

NEW BUSINESS:

The Board discussed the following new business:

Ag Waste Structure Signs - Purchase: The Agricultural Staff is in need of Manure and Stream Crossing BMP Signs; quotes were provided to Dee from Sign Here and Copyquik for Board review and approval.

J. Scott Shank, III motioned to approve the quote and purchase of signs for the Agricultural Staff from Copyquik. Ariel Herrod seconded the motion. Motion carried.

MASCD Committee - Interest: J. Scott Shank, III, has agreed to continue serving on the MASCD Awards Committee, however, there is no other interest in serving on other Committees from the WCSCD Board of Supervisors.

June and July SSCC Meetings - Updates: Dee provided updates from the June and July SSCC meetings, to include the following highlights.

June:

- MDE Solar Projects - Licensing conditions, need for a guidance document, planting requirements, etc.
- State Budget cuts, hiring freeze, etc.
- New UMD Extension Nutrient Management Advisor for Washington County, Craig Yohn. Craig is located on the Eastern Shore and works remotely.

July:

- Agritourism Reviews
- Supervisor Survey
- High Pathogenic Avian Influenza (HPAI)
- Cover Crop Program requirement for Nutrient Management Certification, no rollover funding available, etc.

Western Area Meeting - Minutes Attached: A draft and final Minutes from the (Pre) Western Area Meeting are attached for Board review. The minutes include a Resolution regarding State employee supervision and revisions to staff/resources award procedures.

Officer Elections: At the beginning of each Fiscal Year, the elected officers are to reappoint or appoint positions for the Board of Supervisors. Edward Wurmb was not in attendance during today's meeting.

Harry Strite advised he is willing to continue as Chair for another year, and J. Scott Shank, III, is willing to continue as Treasurer for another year if elected.

Ariel Herrod inquired about the responsibilities of the Vice-Chair position and is willing to serve as Vice-Chair if elected.

Ariel Herrod made a motion (due to limited Board of Supervisor attendance at this meeting) for Harry Strite to remain Chair, J. Scott Shank, III to continue as Treasurer, and Ariel Herrod to serve as Vice-Chair for the next fiscal year. Joshua Ernst seconded the motion. Motion carried.

Officers are Chair, Harry Strite, Vice-Chair, Ariel Herrod, and Treasurer, J. Scott Shank, III.

Jim Kriner - Associate Supervisor Appointment: Jim Kriner has attended the past three Board Meetings and has expressed interest in serving on the WCSCD Board as an Associate Supervisor.

Ariel Herrod motioned to approve James (Jim) Kriner as an Associate Supervisor on the WCSCD Board. Joshua Ernst seconded the motion. Motion carried.

OTHER NEW BUSINESS:

Dee noted several FYI items provided in the Board Meeting Materials for the Board of Supervisors reference.

ADJOURNMENT:

Harry Strite, Chair, read the following statement:

The Closed Session Meeting is (1) “to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”; (13) “to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter”... General Provision, Article §3-305

The Closed Session will discuss salary increases, performance evaluations/bonuses, and longevity bonuses for District Staff.

Ariel Herrod made a motion to go into a Closed Session Meeting.
Joshua Ernst seconded the motion. Motion carried.

J. Scott Shank, III made a motion to adjourn the Regular and Closed Session Meetings.
Josh Ernst seconded the motion. Motion carried.

Harry Strite, Chair, adjourned the June Regular and Closed Session Board Meetings at 12:09 p.m.

The next Regular Board Meeting is scheduled in-person, Wednesday, August 20, 2025, 10:00 a.m., WCSCD Conference Room, 1260 Maryland Avenue, Hagerstown, MD 21740, and with the ZOOM Platform option.

The Meeting will be followed by the WCSCD 85th Anniversary Open House, 12:00 - 3:30 p.m.