

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

1260 Maryland Avenue, Suite 101 • Hagerstown, MD 21740

Phone • (301)797-6821

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MINUTES

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT REGULAR MEETING

August 20, 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), Joshua Ernst (Supervisor), and Edward Wurmb (via ZOOM)

Associate Supervisors Present: Boyd Michael (via ZOOM)

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

CALL TO ORDER:

The August Regular Board Meeting was called to order by Harry Strite, Chair, at 10:02 a.m.

REGULAR BOARD MEETING MINUTES:

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

Joshua Ernst made a motion to approve the July Regular Board Meeting Minutes as submitted. J. Scott Shank, III seconded the motion. Motion carried.

CLOSED SESSION BOARD MEETING MINUTES:

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

Joshua Ernst made a motion to approve the July Closed Session Board Meeting Minutes as submitted. J. Scott Shank, III 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 July Treasurer's Report was submitted for review and approval.

Dee reviewed with Supervisors.

J. Scott Shank, III made a motion to approve the July Treasurer's Report as submitted. Joshua Ernst seconded the motion. Motion carried.

Certificate of Deposit - Discussion: As directed by the Board during July's Meeting, Dee closed the 12-month Certificate of Deposit (CD) with Truist Bank that matured July 24, 2025, in the amount of \$21,379.61, and deposited to the Middletown Valley Bank (MVB) Money Market account.

Annual Review of Receipts and Disbursements: The District's Annual Review of Receipts and Disbursements was completed, August 12, 2025, 9:00 a.m., with Breanna Barnhart of accounting firm Albright, Crumbacker, Moul, & Itell, LLC. The review went well; a report will be sent in the coming months.

MONTHLY BILL APPROVAL:

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

J. Scott Shank, III made a motion to approve the July Monthly Bill Approval Report as submitted. Joshua Ernst seconded the motion. Motion carried.

MACS MONTHLY COST-SHARE SUMMARY REPORT:

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

J. Scott Shank, III made a motion to approve the MACS Monthly Cost-Share Summary Report as submitted. Joshua Ernst seconded the motion. Motion carried.

REPORTS FROM OTHERS: None

URBAN PROGRAM REPORT:

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

J. Scott Shank, III made a motion to approve the July 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:

Retirement Health Insurance (Program Development): J. Scott Shank, III, advised, discussions have been held on the parameters and development of an Individual Coverage Health Reimbursement Arrangement (ICHRA); a potential 'Retirement Health Insurance - Employer Contribution' program for District employees. J. Scott Shank, III and Ariel Herrod shared some initial ideas. There are plans to discuss further to define program parameters.

MASCD Annual Meeting - Update: Dee, Mark, Lori, J. Scott Shank, III and Edward Wurmb attended the MASCD Annual Meeting, held at Rocky Gap Resort, August 4-6, 2025.

Dee provided several highlights, including:

- MACS Program moving toward electronic paperwork for applications, claims, etc.
- Inconsistencies within the MACS Program.
- Delay in payments from the State.
- Bay Friendly Farming (BFF) Rebranding.
- Next year's meeting is to be hosted by the Southern Region; they are checking into the old Holiday Inn at Solomons Island. It is under new ownership and renovations.
- The National NACD Meeting is in San Antonio, TX, February 14-19, 2026. Dee is interested in attending and seeking approval to attend if she chooses.

J. Scott Shank, III made a motion to approve Dee's request to attend the NACD Meeting is in San Antonio, TX, February 14-19, 2026. Ariel Herrod seconded the motion.
Motion carried.

Open House - Citation of Recognition: The WCSCD 85th Anniversary Open House is today, August 20, 2025, 12:00 - 3:30 p.m. Dee shared, Senator Paul D. Corderman issued an Official Citation of Recognition, and the Washington County Board of County Commissioners issued a Certificate of Recognition.

Flyers for the 85th Anniversary Open House were emailed to Agricultural Producers, Engineering Firms, Contractors, Washington County Government, City of Hagerstown, and District Managers across the State of Maryland. Products with the District's 85th logo, as well as, a commemorative gift were ordered through Copyquik, with Brooke's House Coffee and Chocolate providing the catering and the District supplying cupcakes and drinks.

Keedysville Project (Grant) - Update: Dee advised, Mark has signed the plans this date, local permits and the NOI have been applied for. A pre-construction meeting will take place following receipt of the NOI from MDE. Mark added, this is the first Urban stream restoration project; previous stream restorations have been on Agricultural lands. Construction is anticipated to begin September or October 2025.

OTHER OLD BUSINESS: None

NEW BUSINESS:

The Board discussed the following new business:

PIA Request: WCSCD has received a Public Information Act (PIA) Request, which was forwarded to Supervisors for review, as well as, to the District's Attorney for review and direction.

Following discussion, J. Scott Shank, III made a motion to redact protected identity material and send information per the District's Attorney guidance, to the requestor. Ariel Herrod seconded the motion. Motion carried.

MASCD Dues Request: The District received an Invoice from the Maryland Association of Soil Conservation Districts (MASCD) for Annual Dues of \$2,700, and Teacher Awards Contribution at \$50, totaling \$2,750.

Ariel Herrod made a motion to approve payment of the Maryland Association of Soil Conservation Districts (MASCD) for Annual Dues of \$2,700, and Teacher Awards Contribution at \$50, totaling \$2,750. Joshua Ernst seconded the motion. Motion carried.

MASCD - MPT Sponsorship Request: The District received a request from the Maryland Association of Soil Conservation Districts (MASCD) for continued sponsorship of the Maryland Public Television (MPT) show, Maryland Farm & Harvest. The suggested contribution is \$650 to enable Districts to reach the \$15,000 sponsorship level (which retains logo and sound bite on the show).

J. Scott Shank, III made a motion to support the Maryland Public Television (MPT) show, Maryland Farm & Harvest, at the suggested contribution of \$650. Ariel Herrod seconded the motion. Motion carried.

MACS Signature Authorizations: Dee presented two (2) Maryland Department of Agriculture, MACS Cost-Share Program Signature Authority forms requiring updated signatures.

The first form for the Maryland Agriculture Water Quality Cost-Share Program, entails authorized signatures for MACS Applications, Agreements, and Claim for Payment Forms. Signatures required are; District Manager and an Alternate District Representative, NRCS District Conservationist, NRCS Designated Technician, and the District Board of Supervisors.

The second form for the Maryland Agriculture Water Quality Cost-Share Program, MACS Program - Cover Crop Program, entails authorized signatures for MACS Cover Crop Program Applications, Agreements, and Claim for Payment Forms. Signatures required are; Authorized District Representative, Alternate District Representative, Designated Technician, and Alternate Designated Technician, as well as, the District Board of Supervisor's Chair.

J. Scott Shank, III, made a motion to approve all signatures required on the updated Maryland Department of Agriculture, Cost-Share Program Signature Authority forms. Ariel Herrod seconded the motion. Motion carried.

Christmas (Board Meeting and Luncheon): Dee asked the Board if they wished to do anything at Christmas. As done in years past, the December Board Meeting has been held at an outside venue, beginning at 10:00 a.m., followed by lunch with staff.

Following discussion, the Board suggested reaching out to Fountain Head Country Club for the December Board Meeting followed by a Christmas luncheon with District, MDA, and NRCS staff.

Dee will contact Fountain Head Country Club to see if December 10, 2025, is available, or December 17, 2025, as an alternative.

OTHER NEW BUSINESS:

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

ADJOURNMENT:

J. Scott Shank, III made a motion to adjourn the August Regular Board Meeting. Ariel Herrod seconded the motion. Motion carried.

Harry Strite, Chair, adjourned the August Regular Board Meeting at 10:59 a.m.

The next Regular Board Meeting is scheduled in-person, Wednesday, September 10, 2025, 10:30 a.m., in the WCSCD Conference Room, 1260 Maryland Avenue, Hagerstown, MD 21740, and with the ZOOM Platform option.