



## 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

February 21, 2024 - 10:30 a.m.

*WCSCD Conference Room Live and with the ZOOM Platform*

#### ATTENDEES:

Supervisors Present: Harry Strite (Chair), Edward Wurmb (Supervisor), J. Scott Shank, III (Treasurer), (in person) and J.D. Rinehart (Vice Chair), and J. Tyler Harp (Supervisor) (via ZOOM)

Associate Supervisors Present: Boyd Michael (via ZOOM)

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

#### CALL TO ORDER:

The February Regular Board Meeting was called to order by Harry Strite, Chair, at 10:50 a.m.

#### REGULAR BOARD MEETING MINUTES:

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

J.D. Rinehart made a motion to approve the February Regular Board Meeting Minutes as submitted. J. Scott Shank, III seconded the motion. Motion carried.

#### TREASURER'S REPORT:

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

All accounts in order. Dee noted the State of Maryland mileage reimbursement rate has increased from \$0.655 to \$0.67 per mile, effective January 1, 2024. Also advised, the Intuit QuickBooks Plus Annual Subscription for the desktop version has increased from \$1,999 (2023) to \$2,149 for renewal (2024).

J. Scott Shank, III made a motion to approve the January Treasurer's Report as submitted. Edward Wurmb seconded the motion. Motion carried.

#### District Board of Supervisors

Harry E. Strite  
Chair

J.D. Rinehart  
Vice Chair

J. Scott Shank, III  
Treasurer

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

J. Tyler Harp  
Supervisor

Boyd Michael  
Associate

Kirk E. Winders  
Associate

Ariel Herrod  
Associate

### **MONTHLY BILL APPROVAL:**

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

J. Scott Shank, III made a motion to approve the January Monthly Bill Approval Report as submitted. Edward Wurmb 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. Edward Wurmb seconded the motion. Motion carried.

### **REPORTS FROM OTHERS:** None

### **URBAN PROGRAM REPORT:**

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

Edward Wurmb made a motion to approve the January Sediment Control Review Report as submitted. J. Scott Shank, III seconded the motion. Motion carried.

Pond Approval(s): None

### **OLD BUSINESS:**

The Board discussed the following old business:

#### **Grants Report - Update:**

- Met with the District's Attorney and Treasurer January 24, 2024; in the process of creating an MOU Amendment for Ecotone, Inc. followed by creating a new MOU to send with the RFP when soliciting for new Design/Build Partners.
- Town of Boonsboro Restoration - Final grant report has been submitted to DNR, January 4-5, 2024, in the amount of \$426,696.06. The District should receive reimbursement check within a month.
- City of Hagerstown (Hamilton Run - Restoration) - Survey and design underway by Ecotone, Inc.; 30% of drawings in our office for review.

- Rest Haven Cemetery - Grant funding has been lost with a request from DNR to stay connected as the project evolves for future funding. Dee and Mark received a field meeting request with MDE; scheduled March 14, 2024. The County will also be in attendance.

Forest Conservation Program - Update: The District is progressing on the Foltz and Baker-Shenk properties. Frederick, Seibert & Associates, Inc. are working on the easement plats, and we anticipate closing the end of March or early April.

MASCD Winter Meeting - Update: Dee shared a few highlights from the Winter Meeting. The accommodations were very nice. The group discussed placing officer terms in personnel manuals, allowing MACS Cost-Share applications to have multiple BMP's on one application, however, not allowing payment as a project progresses. The MASCD Summer Meeting is scheduled for July 8-10, 2024, in Cambridge, MD; the theme is Connection Through Conservation and hotel registrations have been made for staff and two Supervisors. No Hospitality Suite this year, instead everyone will receive a hospitality bag to take with them. A crab feed is planned for the first night and the awards banquet the second night.

Additionally, Hans Schmidt (Assistant Secretary, MDA) reported flat funding for Fiscal Year 2025.

### **OTHER OLD BUSINESS:**

Dee remarked on the following additional topics of discussion:

- Nutrient Management Consultants - Darren Jarboe (UME) mentioned interviewing for Washington County.
- Small Pond Legislation - Charging fees for small pond reviews.
- Stream Restoration Legislation.

### **NEW BUSINESS:**

The Board discussed the following new business:

Washington County Ag Expo and Fair - Advertising and Sponsor Request: The District received information regarding Advertising, Vendor, and Sponsorship of the 2024 Washington County Ag Expo and Fair. Dee is seeking the Board's interest in participating with a vendor space and advertisement as done in years past.

After discussion, Edward Wurmb made a motion to place a full-page advertisement in the 2024 Book, as well as, reserving a vendor space as done in years past. J. Scott Shank, III seconded the motion. Motion carried.

MASCD Annual Meeting - Sponsorship/Reservations: The District received information regarding sponsorship for the 2024 MASCD Summer (annual) Meeting. In the previous years, WCSCD sponsored the meeting at the \$1,000 Gold level.

Edward Wurmb made a motion to repeat the previous year's sponsorship at the \$1,000 Gold Level. J. Scott Shank, III seconded the motion. Motion carried.

Support/Match Policy: A copy of a Memo from Hans Schmidt (Assistant Secretary, MDA), regarding the Process to Request Cost-Share Match and/or Letters of Support, was provided for Board review. The Memo outlines the process to follow for requests; first of which all requests for match and/or Letters of Support must be received at least fifteen business days prior to the grant application deadline.

Dee asked the Board if they wanted a policy developed for our office; the Board concurred to not developing a policy locally.

Board Meeting Date Revision - July 2024 (July 24, 2024): Due to the MASCD Annual Meeting being held July 8-10, 2024, Fiscal Year workload, and associated vacation schedules, Dee requested the July Board Meeting to be rescheduled to the fourth Wednesday, July 24, 2024.

The Board concurred with the change to the July Board Meeting date as presented.

Personnel/Employee Manual: Dee shared, in the coming year, revisions/updates will be made to bring the document current. The District's Attorney agreed to review following.

Staff Changes: Dee shared with the Board, two (2) MDA Planners have left their State of Maryland positions and are now employed with the USDA, NRCS Washington County office.

### **OTHER NEW BUSINESS:**

Dee made note of several FYI items provided in the Board Meeting materials for the Board of Supervisors reference, including Thank You notes from the Maryland FFA Foundation, Inc. and NACD for contributions, SSCC Minutes, and the MASCD Report.

### **ADJOURNMENT:**

Edward Wurmb made a motion to adjourn the February Regular Board Meeting. J. Scott Shank, III seconded the motion. Motion carried.

Harry Strite, Chair, adjourned the February Regular Board Meeting at 11:50 a.m.

The next Regular Board Meeting is scheduled in-person, Wednesday, March 13, 2024, 10:30 a.m., WCSCD Conference Room, 1260 Maryland Avenue, Hagerstown, MD 21740, and with the ZOOM Platform option.