

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

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MINUTES

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

REGULAR MEETING

April 8, 2026 - 10:30 a.m.

WCSCD Conference Room Live and with the ZOOM Platform

ATTENDEES:

Supervisors Present: Harry Strite (Chair), Ariel Herrod (Vice-Chair), J. Scott Shank, III (Treasurer), Edward Wurmb (Supervisor), and Joshua Ernst (Supervisor)

Associate Supervisors Present: Boyd Michael, Kirk Winders, and Jim Kriner

Others Present: Denise “Dee” Price, Mark Kendle, Lori Flook Bishop, Brent Cammauf (USDA, NRCS, District Conservationist), and Peg Shaw-McBee (Western Maryland RC&D)

CALL TO ORDER:

The April Regular Board Meeting was called to order by Harry Strite, Chair, at 10:36 a.m.

REGULAR BOARD MEETING MINUTES:

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

Ariel Herrod made a motion to approve the March Regular Board Meeting Minutes as submitted. Edward Wurmb seconded the motion. Motion carried.

TREASURER REPORT:

The March Treasurer’s Report was submitted for review and approval.

Dee noted all accounts in order.

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

District Board of Supervisors

Harry E. Strite
Chair

Ariel L. Herrod
Vice-Chair

J. Scott Shank, III
Treasurer

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

Joshua C. Ernst
Supervisor

Boyd J. Michael, III
Associate

Kirk E. Winders
Associate

James M. Kriner
Associate

MONTHLY BILL APPROVAL:

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

J. Scott Shank, III made a motion to approve the March Monthly Bill Approval Report as submitted. Ariel Herrod seconded the motion. Motion carried.

MACS MONTHLY COST-SHARE SUMMARY REPORT:

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

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

REPORTS FROM OTHERS:

Peg Shaw-McBee (Western Maryland RC&D) shared their current project statuses including:

- U.S. Fish & Wildlife Service - Stream Restoration Construction at Ft. Meade
- Pending Projects - U.S. Fish & Wildlife Service Partnership Projects/Stream Restoration
- U.S. Fish & Wildlife Service - Restoration Projects on DOD Sites
- 2024 Afforestation Project MD DNR Chesapeake and Coastal Services
- Proposal - 2027 Afforestation Project MD DNR Chesapeake and Coastal Services
- CSO Agreement with MD DNR Forest Service - 2025-2031 (5-Million Tree Initiative Planting)
- Peg thanked Dee for sharing WCSCD's logos for a quilt she is making of all SCD logos for the MASCD Annual Meeting

URBAN PROGRAM REPORT:

Sediment Control Review Report:

The March 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 March Sediment Control Review Report as submitted. Edward Wurmb seconded the motion. Motion carried.

Washington County "Go Wild for Wildlife" Campaign/SMORES Program - Update:

The (MOA) Memorandum of Agreement between Washington County Soil Conservation District (WCSCD) and South Mountain Outreach Restoration & Environmental Stewardship (SMORES) has been signed. The Washington County "Go Wild for Wildlife" Draft Campaign flyer, created by SMORES, has been finalized, as well as, the District continues to work on the memo to be sent to Municipalities and local Governments as part of the Pilot Program.

To recap, the District's role will be to find sites within Washington County and/or the City of Hagerstown, as well as, make introductions, etc., all acting as a liaison between SMORES and the interested persons participating in the program. At the November Board Meeting, a motion was made and seconded to create a budget of \$12,500 utilizing CLT funding we are to receive and/or currently budgeted Outreach Funding to begin the Pilot Program.

Soil Erosion and Sediment Control Bonding - Update: Dee presented the latest draft of the Soil Erosion and Sediment Control Bonding forms created. The Board reviewed and discussed having legal review prior to initiating. Dee will forward to the District's Attorney.

The Board also discussed having our Accounting Firm, Albright... involved with an Engagement Letter for Audit purposes and opening a separate Money Market account for keeping funds separate.

Pond Approval(s): None

OLD BUSINESS:

The Board discussed the following old business:

Grants - Update:

Mark delivered an informative Power Point presentation of the Keedysville Property Stream Restoration Project featuring technical data and before and after images describing the project, construction phases, and the environmental benefit of the project.

Our Design/Build Partner, Ecotone... submitted a Change Order to the Hamilton Run Stream Restoration Project for the District Chair's signature. This Change Order reflects the District moving our 319 Grant to all design/permitting, in lieu of, including construction. Additionally, the Change Order addresses unpaid (to Ecotone) grant funds, as well as, the additional funds from partners (CLT and the City of Hagerstown).

J. Scott Shank, III made a motion to approve the Hamilton Run Stream Restoration Project Change Order #1 and for Chair, Harry Strite to sign. Edward Wurmb seconded the motion. Motion carried.

Mark and Dee are working with Jacey Brooks, MDE, to discuss a No-Cost Extension (NCE), for the Hamilton Run Stream Restoration Project, to the 319 Grant and to revise the Workplan as needed to move all funding to design/permitting respectively.

As mentioned in previous meetings, in working with CLT on projects, they have decided to provide \$12,500 in funding for "what we currently do". The District plans to utilize these funds toward our new Wildlife Pilot Program and other outreach deemed appropriate. CLT provided a Subgrant Agreement for review and signature.

Dee asked the Board if they found the Subgrant Agreement acceptable and for Dee to move forward with signature.

J. Scott Shank, III made a motion to approve the Catoctin Land Trust (CLT) and WCSCD Subgrant Agreement, and for Dee Price to sign. Edward Wurmb seconded the motion. Motion carried.

Washington County SCD Supervisor At Large Appointment - Update: During the March 19, 2026, SSCC Meeting, the SSCC voted to reappoint Harry Strite, (Washington County At - Large Supervisor) to the WCSCD Board of Supervisors. Harry has been officially sworn in, and his required Oath of Office has been received.

Employee Manual - Update: During the April Board Meeting, the Board recommended having the Employee Manual reviewed by an Employment Law Attorney for legalities. Dee spoke with Attorney, J. Garrett Wozniak, from IslerDare regarding review. His office will provide an Engagement Letter for signature and Dee will forward the document for review following.

Policy Manual (Update) - Review & Approval: Dee reviewed and updated the Policy Manual, bringing the document to current conditions. This manual was created in 2022 during the COVID-19 Pandemic. Approval and Chair signature was tabled during the March Board Meeting, allowing time for further review.

J. Scott Shank, III made a motion for approval and Chair signature of the updated Policy Manual as submitted. Edward Wurmb seconded the motion. Motion carried.

Harry Strite, Chair, signed the document.

Forest Conservation Plan Review Requirement Changes - Update: Dee and Mark met with Jennifer Kinzer, Interim Director, Washington County Planning and Zoning.

The memo notifies interested parties of changes to information requirements related to various plan review processes. The new requirements are enhancing already existing procedures of our Sensitive Area Reviews, conducted as a service to Washington County Government and the Sensitive Area Element within their ordinance.

Dee and Mark also took the opportunity to discuss our proposed Sensitive Area Reviews Fee increase; discussion had been held with previous leadership.

Additionally, we inquired about the status of the Chicken Ordinance we worked on with County Staff and previous leadership to develop, as well as, discussed our current Forest Conservation Program using "Payment in lieu of" funding. Travis Allen, Comprehensive Planner, mentioned the new Comprehensive Plan now has identified "priority areas" to consider in our Forest Conservation Program Easements.

ADA Compliance for SCD Websites and Social Media - Update: Dee discussed all the emails regarding this topic, statewide concerns, costs, etc.

The Board discussed and decided not to revise anything until the MASCD Annual Meeting to see if there is further discussion/direction provided.

MASCD Annual Meeting - Registration, Meals, Etc.: The MASCD Annual Summer Meeting is scheduled for August 3-5, 2026, at the Hyatt Regency, Cambridge, MD. Full registrations and reservations have been made for Dee, Mark, J. Scott Shank, III, Ed Wurmb, and Lori. Dee asked if any spouses would be attending the meals, and if anyone would like to attend the Monday night offsite event. If any other Supervisors or Associates would like to attend, please let Dee know.

Agri-Tourism (HB1071): Dee discussed the current Legislation regarding Agri-Tourism and how it will affect plan review of stormwater.

The Legislation will lessen requirements of stormwater for projects considered under the Agri-Tourism umbrella. Our current procedures consider Agri-Tourism as any other Urban Project. Dee will provide additional information as this evolves.

Christmas Luncheon - Update: Dee has reserved Nick's Airport Inn for the December 9, 2026, Board Meeting and Christmas Luncheon.

OTHER OLD BUSINESS: None

NEW BUSINESS:

The Board discussed the following new business:

Supervisor Pins - MASCD Annual Meeting: Dee noted, J. Scott Shank, III will receive his 15-year pin at the Summer Meeting and Harry Strite will receive his 20-year pin.

Sponsorship (Gold Previously) - MASCD Annual Meeting: The District received a digital sponsorship packet for support of the 2026 MASCD Summer Meeting. Last year, WCSCD sponsored the Annual Meeting at the Gold level of \$1,000.

J. Scott Shank, III made a motion to repeat the previous year's sponsorship of \$1,000 for the Gold level. Ariel Herrod seconded the motion. Motion carried.

Antietam Dome (Email): Dee discussed an email she received regarding the proposed ICE Facility in Williamsport.

No action necessary; discussed for Board awareness.

OTHER NEW BUSINESS:

Dee shared, for review and approval, a new District logo.

Edward Wurmb made a motion to accept the new logo design as presented.
J. Scott Shank, III seconded the motion. Motion carried.

Harry Strite, Chair, read the following statement:

The Closed Session Meeting is to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointee, employee, or official over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; ... General Provision, Article §3-305

J. Scott Shank, III made a motion to go into a Closed Session Meeting at 12:20 p.m.
Ariel Herrod seconded the motion. Motion carried.

ADJOURNMENT:

Ed Wurmb made a motion to adjourn the April Regular Board Meeting.
Ariel Herrod seconded the motion. Motion carried.

Harry Strite, Chair, adjourned the April Regular Meeting at 12:35 p.m.

The next Regular Board Meeting is scheduled in-person, Wednesday, May 13, 2026,
10:30 a.m., in the WCSCD Conference Room, 1260 Maryland Avenue, Hagerstown, MD 21740.