

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

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MINUTES

**WASHINGTON COUNTY SOIL CONSERVATION DISTRICT
REGULAR MEETING**

December 10, 2025 - 10:00 a.m.

Nick's Airport Inn, 14548 Pennsylvania Avenue, Hagerstown, MD 21742

ATTENDEES:

Supervisors Present: Harry Strite (Chair), Ariel Herrod (Vice-Chair), Edward Wurmb (Supervisor), and Joshua Ernst (Supervisor)

Associate Supervisors Present: Jim Kriner

Others Present: Denise “Dee” Price, Mark Kendle, Lori Flook Bishop, Brent Cammauf (USDA, NRCS, District Conservationist), and Keith Potter (MDA, Western Area Regional Coordinator)

CALL TO ORDER:

The December Regular Board Meeting was called to order by Harry Strite, Chair, at 10:03 a.m.

REGULAR BOARD MEETING MINUTES:

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

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

CLOSED SESSION BOARD MEETING MINUTES:

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

Ariel Herrod made a motion to approve the November Closed Session Board Meeting Minutes 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

TREASURER REPORT:

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

Dee noted all accounts in order.

Edward Wurmb made a motion to approve the November Treasurer's Report as submitted. Ariel Herrod seconded the motion. Motion carried.

MONTHLY BILL APPROVAL:

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

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

MACS MONTHLY COST-SHARE SUMMARY REPORT:

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

Edward Wurmb made a motion to approve the November 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 November Sediment Control Review Report was submitted for review and approval by Mark Kendle (Programs Technician/Office Coordinator).

Mark noted there were many Final Closeouts included in this report, many of which had never been requested. Owen Stanton has been working on the project Closeouts since his return.

Edward Wurmb made a motion to approve the November Sediment Control Review Report as submitted. Joshua Ernst seconded the motion. Motion carried.

SMORES Program - Update: Mark and Dee recently met again with Lisa Baird and her husband Chris of SMORES (South Mountain Outreach Restoration & Environmental Stewardship). Dee has been developing a draft Agreement, and Lisa has been working on a brochure. Once the drafts are complete, they will send to each other for review, then regroup and discuss in the Spring.

To recap, WCSCD and SMORES have discussed partnership and starting a Pilot Program; reaching out to local municipalities, developers, schools, and the community.

SMORES designs and installs custom wildlife habitats that provide essential nesting and roosting spaces tailored to the specific needs of local birds, bats, and pollinators.

Homeowners, teachers, schools, business owners, or anyone interested in giving can be part of the solution”.

The District’s role would 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.

Pond Approval(s): None

OLD BUSINESS:

The Board discussed the following old business:

ICHRA Proposal - Retirement Health Insurance - Approval: Dee reviewed the Committee developed parameters; they are as follows:

- Up to \$2,000/Month
- Eligibility - 59 ½ Years of age through age 65 (Medicare Eligible)
- Eligibility - Combination of Years of Age and Service Years equal (85)
- Eligibility - Continuous service with WCSCD the last 15 years
- Creation of a \$150,000 account and maintain balance annually
- Should WCSCD not have funding available to replenish the account and multiple retirees are drawing; funds are to be split equally until the fund is depleted

Following discussion, the Board decided to table this action and asked Dee to develop a policy and bring for approval to the February Board Meeting.

Grants - Update: The Keedysville Property stream restoration project construction is complete, and the “Do Not Mow” signage for each side of the stream has been installed by Ecotone. Live stake plantings are planned for February 2026. Dee also shared an email from one of the landowners complimenting the District and Ecotone’s work.

At-Large Advertising Washington County SCD Board Supervisor: Harry Strite’s At-Large term is expiring February 12, 2026. Lorretta Collins (SSCC) stated she had not yet received any applications, however, Harry Strite has applied and sent application to Jeff Semler (UMD, Extn). The SSCC will vote on a Supervisor for this position at the MASCD Winter Meeting in Annapolis, February 2026.

Edward Wurmb made a motion to send a letter of recommendation for Harry Strite. Joshua Ernst seconded the motion. Motion carried. Ariel Herrod, Vice-Chair, will sign letter.

Office Space - MDE - Update: Dee and Mark recently met with Kate Ansalvish, (MDE), to discuss the details of a Memorandum of Agreement (MOA) between WCSCD and MDE regarding the use of office space for MDE staff, to use on an as needed basis. The space offered will be a small desk (cubby) area or conference table, and will be used for up to three employees with a maximum of three days a week. Dee will sign the agreement as authorized by the Board of Supervisors.

OTHER OLD BUSINESS: None

NEW BUSINESS:

The Board discussed the following new business:

MASCD Winter Meeting - February 9 & 10, Annapolis: A reminder, the MASCD Winter Meeting will be held at the Westin in Annapolis, February 9 & 10, 2026. The first morning session will include a legislative briefing and business meeting, followed by a plated lunch and continue with presentations and partner updates in the afternoon. The second day is a breakfast reception with Maryland's legislators at Providence Strategies on State Circle from 7-9 a.m. Dee will be on medical leave; however, Mark will be attending. Supervisors were asked if they are available to attend so registrations and reservations can be made. Edward Wurmb extended interest; additionally, the Board approved Lori Flook-Bishop to join. Mark will move forward with reservations and registrations.

NCF - Envirothon Dues - Third Installment: The District received an email requesting payment of the Third Installment for the NCF - Envirothon Dues 2027 Event, in the amount of \$1,500.

Edward Wurmb made a motion to approve the Third Installment for the NCF - Envirothon Dues 2027 Event, in the amount of \$1,500. Ariel Herrod seconded the motion. Motion carried.

During the August 2023 MASCD meeting, the MASCD Board of Directors requested each District pay four annual dues installments of \$1,500 per year (totaling \$6,000).

During the WCSCD November 15, 2023, Board Meeting, J. Scott Shank, III made a motion to donate \$1,500 for the 2024 year, subject to reevaluation and District financial review each year. J. Tyler Harp seconded the motion. Motion carried.

OTHER NEW BUSINESS:

- Dee advised, due to being out on medical leave in January, she has already sent the County Budget Request to the County. Deb Dickey was grateful to have received in a timely manner.

- Keith Potter and Dee will meet with MDA staff this afternoon to review the MDA PEP's.

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”... General Provision, Article §3-305

The Closed Session will discuss Staff Christmas Bonuses for appreciation and performance per Supervisor's request, as well as, Administrative Leave (Holiday).

Ariel Herrod made a motion to go into a Closed Session Meeting at 11:00 a.m.
Joshua Ernst seconded the motion. Motion carried.

ADJOURNMENT:

Edward Wurmb made a motion to adjourn the December Regular and Closed Session Meetings.
Ariel Herrod seconded the motion. Motion carried.

Harry Strite, Chair, adjourned the December Regular and Closed Session Meetings at 11:09 a.m.

There will be no January Board Meeting due to staff on medical leave.

The next Regular Board Meeting is scheduled in-person, Wednesday, February 11, 2026, 10:30 a.m., in the WCSCD Conference Room, 1260 Maryland Avenue, Hagerstown, MD 21740.