

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

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MINUTES

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

REGULAR MEETING

July 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, Wyatt Newcome, Keith Potter (MDA, Western MD Area Coordinator), Brent Cammauf (USDA, NRCS, District Conservationist), and Loretta Collins (SSCC, Executive Secretary)

CALL TO ORDER:

The July Regular Board Meeting was called to order by Harry Strite, Chair, at 10:51 a.m.

INTRODUCTION OF GUESTS: Dee introduced Wyatt Newcome, the District’s new Urban Planner. Wyatt’s first day with WCSCD was June 22, 2026. Welcome!

REGULAR BOARD MEETING MINUTES:

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

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

CLOSED SESSION BOARD MEETING MINUTES:

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

Ariel Herrod made a motion to approve the June Closed Session 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 June Treasurer's Report was submitted for review and approval.

Dee noted the closeout of the Keedysville 319 Grant, with the transfer of \$15,720 to the District. Additionally, the CLT entry of \$12,500, to be used for the (SMORES) Wildlife Program.

The End of Year Closeout was completed by Michele Kendle with the District's accounting firm Albright, Crumbacker, Moul, & Itell, LLC, July 1, 2026. The visit was completed in less than one hour.

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

MONTHLY BILL APPROVAL:

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

Edward Wurmb made a motion to approve the June 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 for June was submitted for review and approval.

Edward Wurmb made a motion to approve the June MACS Monthly Cost-Share Summary Report as submitted. Ariel Herrod seconded the motion. Motion carried.

REPORTS FROM OTHERS:

Loretta Collins (SSCC) introduced herself to new staff and shared who she works for/with and what she does. Loretta asked if any Supervisors (J. Scott Shank, III and Edward Wurmb) will be attending the MASCD Annual Meeting in Cambridge, encouraging them to attend the Supervisor Meeting on the first day of the Conference. She also mentioned they are working on the Agenda for the meeting, and a new format for the Supervisor Applications.

Loretta asked Dee to email comment copies of the draft MOU for MDE/MDA regarding agricultural enforcement procedures.

Keith Potter (MDA) provided updates including:

- MDA is working on comments for the draft MOU for MDE/MDA regarding agricultural enforcements procedures
- Distributed Technician/Planner Workbooks; now includes Telework Logs, etc.
- MDA Staff participated in Heat Illness Protection training
- Cover Crop Plus Program

- Regional WIP Meeting
- LEEF Program

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).

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

Dee and Mark brought forth the situation with the Town of Boonsboro and the Campus Drive Realignment project proposed, i.e. urgency, incremental approvals for dam safety by MDE, etc.

J. Scott Shank, III made a motion to remain with our current review/signature procedures, with no final signatures on plans until MDE has approved the ponds/plan in full; (no partial or incremental approvals) from our agency. Edward Wurmb seconded the motion. Motion carried.

Dee will notify the Town of the Board's decision.

Washington County "Go Wild for Wildlife" Campaign/SMORES Program - Update: Mark provided an update; he and Dee have meetings scheduled with the Town of Boonsboro's Green Team, the Town of Keedysville, Town of Sharpsburg, and City of Hagerstown.

We will keep the Board apprised as the program progresses.

Pond Approval(s): None

OLD BUSINESS:

The Board discussed the following old business:

Grants - Update:

The Keedysville Grant has been closed. Ecotone continues to treat invasives, etc. at the Keedysville Stream Restoration project site.

A copy of the signed Sub Grant Agreement between the Catoclin Land Trust (CLT) and Washington County Soil Conservation District for the Hamilton Run Stream Restoration Project was provided for reference.

Cyber Insurance - Update: During the previous Board Meeting, the Board of Supervisors requested Dee pursue Cyber Insurance to handle the \$1,000,000 funding from CLT for the Hamilton Run Stream Restoration project and future projects.

Joni with Blue Ridge Risk Partners (BRRP) responded with insurance quotes. At the Supervisors request, once received, Dee forwarded information to the five Supervisors for review and recommendations.

As requested, Cyber Insurance has been obtained; copies of documents were provided for reference.

Logo Revisions - Update: 'Sign Here' has updated and installed signage using the approved new District logo. Last month the Board approved the purchase of new items, such as magnetic logo signs for vehicles, entrance signage, changing the large sign in front of the building, front office rug, apparel, etc. The approved Estimate from 'Sign Here' totaled \$1,960. Payment will be made once the invoice is received for total work completed.

New Vehicle - Update: During the June Board Meeting, the District discussed replacing one of the vehicles. The Chevy Trailblazer is 20 years old and has been slowly deteriorating (body and engine). Through direction of Washington County Division of County Roads and Fleet Management, Dee contacted Brandi Kentner, (Washington County Procurement) who advised Dee to proceed with obtaining quotes based on a cooperative contract, which would be processed internally, allowing WCSCD to reimburse the County. Following discussion, the Board suggested choosing three options, meeting the needs of the District, and presenting the choices at the next meeting.

Mark presented two options: Chevy quotes of \$44,500 and \$48,096. Additionally, a Ford quote for \$47,095. Both options are for a base fleet model, including vinyl seats and floors. Purchasing a vehicle through the County includes a service contract through Washington County Division of County Roads and Fleet Management. The Board discussed requesting quotes with desired changes, such as cloth seats and carpet flooring. Additionally, the Board advised obtaining a quote for a used Toyota Tundra, where we would purchase on our own, providing our own service, etc.

Cover Crop Program - Update: The New Cover Crop Program runs through July 17, 2026. There are approximately eighteen (18) applications received to date. The District was advised, this is not on a first come, first serve basis, however, funding is less this year than years prior.

OTHER OLD BUSINESS: None

NEW BUSINESS:

The Board discussed the following new business:

Officer Elections: At the beginning of each Fiscal Year, the Board of Supervisors discuss and appoint Board Members to serve in the offices of Chair, Vice-Chair, and Treasurer.

Harry Strite advised he is willing to continue as Chair for another year, Ariel Herrod advised she is willing to continue as Vice-Chair, and J. Scott Shank, III, is willing to continue as Treasurer.

Edward Wurmb made a motion to keep the current officers; for Harry Strite to remain Chair, Ariel Herrod to continue serving as Vice-Chair, and J. Scott Shank, III to continue as Treasurer. Joshua Ernst seconded the motion. Motion carried.

November Board Meeting Date Change (Veteran's Day): Dee advised the regular date for the Board Meeting in November falls on the Veteran's Day holiday. Dee suggested moving the meeting to the third week, Wednesday, November 18, 2026. The Board concurred.

PIA Request: The District has received a PIA (Public Information Act) request from Oshea Smith, using a software called Sunlight Access, requesting any document that details payments to vendors issued for goods and contracted professional services rendered to the District with a date range of 1/1/2022 through 2/28/2026. The request includes many specific details.

Dee and Mark did research and found Sunlight Access appears to be FOIA Request Software. Dee emailed the District's Attorney to inquire and verify validity.

Dee responded to Oshea Smith by email and included documents and the fee schedule required for PIA requests.

Western Area Meeting: The Western Area Region Pre-MASCD meeting is scheduled for Monday, July 20, 2026, 1:00 p.m. The purpose of the meeting will be to discuss and develop resolutions, action items, and policy recommendations in advance of the MASCD Summer Meeting. The MOU between MDA/MDE/SSCC on Ag Enforcement and Inspections will also be discussed. An Agenda is being finalized. Additionally, a "Writing MASCD Resolutions" information sheet was included in the attachments. Dee will forward the meeting invite to Supervisors wishing to participate.

MDE/MDA MOU (Agricultural Enforcement):

The 2010 version and current Draft versions were sent for Supervisor review and reference. Dee asked the Board to review and advise of any comments; she reviewed and sent comments previously.

LEEF Program:

The Maryland Department Agriculture sent an MOU for consideration and signatures outlining a program (LEEF) not yet developed. Program parameters are scheduled to be released in Fall 2026.

Dee discussed this document with the Board and expressed her concerns with signing the document as presented due to the lack of our Attorney's review, not having the program parameters, etc.

The Board discussed, with not all members having read the document, and wishes to move forward with signature following final edits.

Edward Wurmb made a motion to, once the revised copy is received, sign, and use the \$125,000 as required, or if funds are not used, return. Ariel Herrod seconded the motion. Motion carried.

OTHER NEW BUSINESS:

Dee has received an email request to be interviewed by a Yale University Student for their Senior Essay. The Board is in support of Dee doing the interview if she desires.

Several FYI items were provided in the Meeting Materials for Board of Supervisors reference.

ADJOURNMENT:

Edward Wurmb made a motion to adjourn the July Regular Board Meetings. Josh Ernst seconded the motion. Motion carried.

Harry Strite, Chair, adjourned the July Regular Board Meeting at 12:36 p.m.

The next meeting is scheduled for Wednesday, August 19, 2026, 10:30 a.m. at Jimmy Joy's Log Cabin Inn, Hancock, MD.