

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

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MINUTES

WASHINGTON COUNTY SOIL CONSERVATION DISTRICT REGULAR MEETING

May 13, 2026 - 10:30 a.m.

WCSCD Conference Room Live and with the ZOOM Platform

ATTENDEES:

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

Associate Supervisors Present: Boyd Michael and Jim Kriner

Others Present: Denise “Dee” Price, Mark Kendle, Lori Flook Bishop, Brent Cammauf (USDA, NRCS, District Conservationist), and Chris Schlette (USDA, NRCS Asst. State Conservationist)

CALL TO ORDER:

The May Regular Board Meeting was called to order by Harry Strite, Chair, at 10:39 a.m.

REGULAR BOARD MEETING MINUTES:

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

J. Scott Shank, III made a motion to approve the April Regular Board Meeting Minutes as submitted. Edward Wurmb seconded the motion. Motion carried.

CLOSED SESSION MEETING MINUTES:

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

J. Scott Shank, III made a motion to approve the April 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 April Treasurer's Report was submitted for review and approval.

Dee noted all accounts in order. The Keedysville Grant final payment with MDE has been made and the grant is closed out. Dee will work to close the account in Quick Books during the end of Fiscal Year processes with our Accountant.

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

MONTHLY BILL APPROVAL:

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

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

MACS MONTHLY COST-SHARE SUMMARY REPORT:

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

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

REPORTS FROM OTHERS:

Chris Schlette (USDA, NRCS Assistant State Conservationist) was visiting the local NRCS office, from the State NRCS office. Chris shared he oversees HR, leasing and contract agreements, fleet management, and is meeting with the building landowners to evaluate office space, etc. Additionally, Chris provided his contact information.

Dee shared the property owners, the Eckstine's, will be remodeling the kitchen/conference space in the near future.

URBAN PROGRAM REPORT:

Sediment Control Review Report:

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

The Board reviewed and discussed.

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

Washington County “Go Wild for Wildlife” Campaign/SMORES Program - Update: The finalized Washington County “Go Wild for Wildlife” Campaign flyer, created by SMORES, and memo from WCSCD was sent to Municipalities and local Governments as part of the Pilot Program. Mark advised, he and Dee have heard from the City of Hagerstown, Towns of Keedysville and Boonsboro, and developer Trammell Crow. There is tentative meeting dates set for the City of Hagerstown.

Soil Erosion and Sediment Control Bonding - Update: Dee provided an update; the latest draft of the Soil Erosion and Sediment Control Bonding forms have been provided for legal review to the District’s Attorney.

She will also follow up with Accounting Firm, Albright... regarding 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:

- Keedysville Grant - Complete
- Sub Grant Agreement - CLT signed and returned; awaiting payment of \$12,500 as agreed
- Hamilton Run Stream Restoration Project -

\$1 million Sub Grant Agreement for the Hamilton Run Stream Restoration Project presented for review. The Board of Supervisors requested Dee pursue Cyber Insurance prior to signature. WCSCD has requested, with CLT concurrence, \$5,000 for Administrative Services from the partial grant administration.

Previously requested the 319(h) Grant, we currently hold, to be revised to design and permitting only, in lieu of, including construction to allow CLT’s and the City of Hagerstown’s funding to be utilized for construction of green/gray infrastructure. Amendment #1 from MDE provided for review, approval, and to allow Dee to move forward with signature. The Board concurs.

Change Order #1 with Ecotone’s project’s contract (Hamilton), previously executed, for the design/permitting only, provided for Board reference.

Employee Manual - Update: Dee updated, she sent the Employee Manual to IslerDare for review (copy provided for reference). Attorney, J. Garrett Wozniak's comments/changes are noted in blue.

Edward Wurmb suggested we accept the attorney's comments and bring back for a final review and approval.

Whole Watershed Act Funding (Meeting): Elizabeth Hoffman presented information on the new MDA LEEF Program, April 23, 2026, for the Western Area.

During the overall Whole Watershed Act Funding presentations, Sarah Lane, with DNR, questioned Dee as to how things are accomplished in Washington County due to the success we have had. Dee offered, communication, follow-up, and creating relationships.

J. Scott Shank, III, Board Treasurer, was in attendance and commended Dee for her response to the inquiry.

Stream Restoration RFP - Update: Working on RFP to send to design/build companies. The District's attorney is currently working on the third review.

Legislative Report - Agri-Tourism: Dee provided an update, reading portions of the Legislative Report. Dee discussed the new Agri-Tourism law and the effects the law will have on reviews, particularly stormwater.

Prior to the passing of the law, Dee sent an email to Scott Hobbs and Rebecca Calimer with Washington County asking to meet and discuss, at that time, forthcoming legislation. No response to date.

ADA Compliance - Social Media/Website: During the previous meeting, the Board discussed and decided not to revise our website, etc. until the MASCD Annual Meeting in August to see if there is further discussion/direction provided. Dee advised, Loretta's email provides an updated date of April 2028 for Districts to become compliant.

OTHER OLD BUSINESS:

Dee advised the paid advertisement for the Urban Planner position has been listed on Indeed.com and will run through May 15, 2026. As of today's date, four candidates have applied and provided required documents. Dee and the Supervisors will review the required documents provided by noted applicants and move forward with scheduling interviews. Owen Stanton's last day in the office will be May 29, 2026.

The new District logo has been applied to email signature blocks and letterhead. Dee asked the Board if she could move forward with 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 Board concurred to move forward with the requests as noted.

NEW BUSINESS:

The Board discussed the following new business:

Maryland Farm Bureau - Membership Dues: The District received documentation from the Washington County Farm Bureau, requesting renewal of the 2026 Maryland Farm Bureau (FB) Membership Dues, in the amount of \$95.

Edward Wurmb made a motion to pay for the renewal of the 2026 Maryland Farm Bureau Membership Dues, in the amount of \$95. J. Scott Shank, III seconded the motion. Motion carried.

State Employee (Hiring Processes): Dee brought forth discussion regarding the State (MDA) batch interviews and hiring processes, and District Boards and Managers not being included. Matt McMahon emailed all the Districts, noting his Board is not pleased with the process of not being included in the MDA batch interviews and hiring process. Dee will draft a letter for Board Chair, Harry Strite's signature and send to Hans Schmidt, Assistant Secretary, MDA following.

Keedysville Spring Fest: Dee and Mark participated in the Keedysville Green Team's Spring Fest event, Saturday May 2, 2026, 11 a.m. - 3 p.m. It is a small event, however, growing each year.

Dee and Mark will also be participating in an event, July 25, 2026, sponsored by Catoctin Land Trust, to be held at Antietam Creek Vineyards, Sharpsburg. Flyers, 'The Heart of Maryland Collaborative Presents - Discover the Heart of Maryland' are available on our website and in the office lobby.

OTHER NEW BUSINESS:

Dee is working on a WCSCD 'Bylaws' document and will be sending to MASCD and SSCC for their reference and feedback. The Board asked if By-Laws are required and if they need to be recorded. Dee will inquire/research and advise during the June Board Meeting.

Dee noted several FYI items included in Board materials for review and reference.

ADJOURNMENT:

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

Harry Strite, Chair, adjourned the May Regular Meeting at 11:35 a.m.

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