

MONTGOMERY SOIL CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
January 14, 2022

Due to continuing COVID-19 meeting restrictions, the regular monthly meeting of the Board of Supervisors, Montgomery Soil Conservation District (MSCD) was held remotely on the GoToMeeting virtual platform.

People Present:

Robert Butz, Chair  
Robert Butts, Vice Chair  
Tim McGrath, Treasurer  
Linda Lewis, Supervisor  
Doug Tregoning, Supervisor  
Kelly Nicholas, Extension  
Adam Lyon, MDA  
Jeremy Criss, Director OAG  
Mike Scheffel, OAG  
Charlotte Brewster, District Conservationist (NRCS)  
John Zawitoski, District Manager (MSCD)  
Ibraheem Jastaniah, MDA  
Kathleen Sigwart, MDA  
Karen Walker, Office Service Coordinator (MSCD)

Vice Chairman, Robert Butts called the meeting to order at 9:00 am and John suggested to have Adam Lyon MDA present his report. Chairman Butz joined the meeting a few minutes later.

**Agency Reports:**

**MDA-** Adam Lyon was happy to report and see both new MDA planners on board and joining today's meeting. He noted both employees have access to the NRCS network and have begun training and getting out in the field. Adam reported he met with John about state employee performance evaluations and the reports and conversations concerning each staff member was very positive. Adam is working with John and Charlotte to get the new hires up to speed and in a position to write conservation plans. Adam shared MDA, NRCS, and MASCD are working together and planning a Maryland Orientation Training. This will give all new employees, both technicians and planners, a better understanding of the foundation and how each organization operates. Adam will be the presenter for MDA and provide foundational information on MDA programs: BMP Verification, WIP, MACS, etc. The training will be held on Tuesdays in the afternoon for 4 weeks beginning February 1<sup>st</sup>. Again, the goal of the Orientation Meeting is to help the new employee understand their role in this partnership and the plan is to provide training for new employees in the future. Adam then shared the Assistant Secretary, Hans Schmidt, has circulated a strategic plan for Resource Conservation and the plan is to announce the MDA changes in the Winter MASCD Meeting that is scheduled for February 10<sup>th</sup>. Adam noted to be on the lookout for an email with the MDA changes and said the changes will not affect the district functions or operations.

Lastly, Adam shared information on the Maryland Conservation Buffer Initiative and noted the program sign up started January 10<sup>th</sup> and will run until February 18<sup>th</sup>. The program has increased cost share for riparian forest buffers to \$45 per acre and there is a provision for cost share for deer fencing in the riparian buffer area. Adam appreciated the district's efforts in promoting the program and asked the district to continue getting the word out to any landowner that may be interested in installing buffers but does not want to follow the CREP process.

**OFFICE OF AGRICULTURE:** Jeremy Criss greeted the group and presented information on the items listed below.

- **Introduction of Bills: November 2, 2021- Bill 40-21- Individual Water Supply and Sewage Disposal Systems - Amendments (McCartney-Green)** Lead Sponsor: County Executive at the request of the Council President. Jeremy reported that the Public Hearing for this item was held on 11/30/21 at 1:30 pm. He reported that all of the agricultural groups, APAB, MAP, AAC, MSCD and MCFB submitted written testimony opposing Bill 40-21. Robert Butz representing the MSCD also provided oral testimony in opposition to the Bill 40-21 and Robert recommended the County should consider a septic tank program that is based on incentives and education to property owners and not the heavy-handed sledgehammer approach that threaten property rights. The Bill 40-21 will be scheduled with the T&E Committee. The Economic Impact Statement for Bill 40-21 shows that homeowners will spend \$6.1 million every five years to pump out their septic tanks. Jeremy reported that since the December 10<sup>th</sup> Board of Supervisors Meeting, there is no update on this item. The item will remain on his report to keep track of the bill and allow OAG to participate in the bill hearing when it is scheduled with the T&E Committee. The link to the Bill's details is incorporated into the minutes and attached below:  
[https://www.montgomerycountymd.gov/council/Resources/Files/agenda/col/2021/20211102/20211102\\_9.pdf](https://www.montgomerycountymd.gov/council/Resources/Files/agenda/col/2021/20211102/20211102_9.pdf)
- **ZTA 21-07 Height and Density Allocations for MPDUs-Affordable Housing** – Jeremy reported the ZTA was introduced on October 9, 2021, and the Public hearing was held on November 8, 2021. The PHED Committee recommended approval with amendments- Council action on this ZTA is scheduled for January 18, 2022. The Office of Agriculture is working with the League of Women Voters to suggest an alternative way to achieve incentives for affordable housing that uses the TDR Overlay Zones. Jeremy reported that his office remitted a second letter to the County Council that advocates for amendments that will create incentives for using TDRs for affordable housing. Jeremy said the OAG letter included a reminder for the Council and the Planning Board that they deemphasize the use of TDRs and BLTs and essentially there is no market for either program. Jeremy noted that he and Mike are working with Margaret Chasson, the chair of the agriculture committee for the League of Women Voters and she has suggested to amend the overlay zones and 1 TDR equate to more units: apartments, duplexes, or townhouses. The link to the ZTA's details is incorporated into the minutes and attached below:  
[https://www.montgomerycountymd.gov/council/Resources/Files/agenda/col/2021/20211109/20211109\\_7.pdf](https://www.montgomerycountymd.gov/council/Resources/Files/agenda/col/2021/20211109/20211109_7.pdf)
- **Introduction of ZTA 21-10 Accessory Structures**- Jeremy reported that the ZTA was introduced on November 16, 2021, and the Public hearing was scheduled for January 18, 2022. Jeremy said a letter from the Office of Agriculture remitted to the County Council supporting the ZTA 21-10 since it will not have a material impact on accessory structures used for agricultural purposes. The letter also recommends revisiting the 10% size restriction for accessory structures used for agriculture education and tourism. Jeremy mentioned there is a court case where a property owner is challenging DPS interpretation on how they review and recommend accessory structure size that is not used for agriculture. The link to the ZTA's details is incorporated into the minutes and attached below:  
<https://www.montgomerycountymd.gov/COUNCIL/Resources/Files/zta/2021/ZTA%2021-10.pdf>
- **Follow up on the January 13, 2022 meeting between MAP, MCFB, and OAG with the County Executive** – Jeremy reported that Bob Cissel has done a great job in coordinating these quarterly meetings with the County Executive (CE) and it has been very helpful. Bob represented MAP, Todd Greenstone and Lonnie Luther for the Farm Bureau and Jeremy and Mike for the OAG. These meetings are designed to bring the County Executive up to speed on Agriculture initiatives. The CIP budget request was ranked 3 points out of 4 by the Office of Racial Equity and Social Justice and this high ranking will weigh heavy in the decision making for the CE. There is a new BDS position and an engineering position in the Operating Budget. Jeremy noted to the CE that both Climate Action Plan and the Food Resiliency Task Force are in support of the new OAG positions to help with the BMPs. Lonnie voiced concerns with Electric Lawn Care Prohibition provided examples and noted the importance to farmers to use the gasoline blower during

harvest time. There was a discussion on the TDRs and BLTs used for affordable housing and the future Accessory Structure ZTA on size restriction. There was a discussion on removing the 10% limitation for agriculture buildings that are used for education and ag tourism. Lastly, Jeremy wanted the CE to know there are still challenges with Potomac Energy which is the largest energy provider in the Ag Reserve. Folks are being placed on the wait list for community solar. Jeremy said the CE requested the OAG work with his staff and Margaret Chasson of the League of Women Voters on the TDR/BLT Capacity Issues.

- **Update on the Broad Run Creek II Farm LLC** - Jeremy reported that the County Executive, County Council, and Planning Board approved the acquisition of the Broad Run Creek Farm II LLC by County Parks. The CAO approved this acquisition requiring the County Parks to remit \$953,055 and five remaining TDRs to the County Government C/O Office of Agriculture. Moving forward, the Parks will own 472 acres as a part of a Conservation Park and the remaining 63 acres will be retained by the current owner along with 1 TDR. The Office of Agriculture (OAG) believes the decision to terminate the County AEP Easement and allow Parks to create a conservation park was a mistake and the OAG continues to advocate this position to County leadership. The OAG has reporting requirements to the State of Maryland for all transactions involving agricultural preservation easement properties. The OAG does not know if the State will require Montgomery County to reimburse them for the State funds that were used for this transaction. The link to the Council's action is detailed and incorporated into the minutes and attached below: [https://www.montgomerycountymd.gov/council/Resources/Files/agenda/col/2021/20211214/20211214\\_20I.pdf](https://www.montgomerycountymd.gov/council/Resources/Files/agenda/col/2021/20211214/20211214_20I.pdf)
- **Update on the Montgomery County Farm to Food Bank Program** - Jeremy explained the partnership between the Montgomery County Food Security Task Force, the Department of Health and Human Services, Manna Food Center, the Montgomery County Food Council, the Montgomery County Office of Agriculture, and the Greater Washington Community Foundation whereby this collaborative effort has resulted in the investment and commitment of over **\$630,000** in local farms to support a sustained and resilient local food supply and provide more nutritious and culturally diverse produce to residents who experience hunger. Since July of 2020, over **112,235 lbs.** of fresh, locally produced food have been purchased or donated to over 30 food assistance providers, creating over **90,000 meals** for the Montgomery County community. Jeremy announced he is proud that this project is now in its 3<sup>rd</sup> phase and will expand the Farm to Food Bank Program. Linda and other farmers are providing items to Manna Food Center for people in need.
- **Follow up on Bill 16-21-Environmental Sustainability- Building Energy Use Benchmarking and Performance Standards** – Jeremy reported this Bill was discussed at the T&E Committee on December 9, 2021. The DEP recommends the bill should apply to equestrian facilities in the County with buildings 25,000 square feet in size or larger to assess the energy being used for lighting, heating, and air conditioning, etc. The DEP presentation included a summary of other jurisdictions around the country including Washington State that exempts all agricultural buildings. Jeremy indicated that the AAC remitted a second letter to the County Council recommending that Bill 16-21 should follow the lead of Washington State and exempt all existing and new agricultural buildings. Please note that agricultural buildings were not mentioned during the second T&E Committee work session. The link to the ZTA's details is incorporated into the minutes and attached below: [https://www.montgomerycountymd.gov/council/Resources/Files/agenda/cm/2021/20211028/20211028\\_TE1.pdf](https://www.montgomerycountymd.gov/council/Resources/Files/agenda/cm/2021/20211028/20211028_TE1.pdf)
- **Electric Lawn Care** – Jeremy indicated that we are still waiting for legislation from DEP that proposes prohibition of the use and sale of gasoline leaf blowers. A broader Electric Lawn Care bill may also be proposed.

- **MCA, OAG, MC Green Bank-** Jeremy reported on an upcoming Accessory Solar *Webinar on January 24, 2022*. Jeremy shared that there will be another webinar that will promote community solar on farms later in the year.

Jeremy reported on the following upcoming meetings and events: Montgomery Soil Conservation District-**January 14, 2022**, Agricultural Advisory Committee-**January 18, 2022**, MCA-Accessory Solar Webinar-**January 24, 2022**, Montgomery County Farm Bureau Board of Directors- **February 1, 2022**, Moco Farmer Forum-**February 7, 2022**, Agricultural Preservation Advisory Board-**February 8, 2022**, Farm Bureau Day in Annapolis-**February 9, 2022**, North American Raspberry and Blackberry Conference-Gaithersburg-**February 21-23, 2022**, Agronomy Update-Urbana Fire Hall-**February 23, 2022**, Mini-Farmer Conference-One Acre Farm-Reschedule to **February 25, 2022**, Taste of Maryland-Rescheduled to **March 3, 2022**.

Following Jeremy's report, the Chairman requested clarification on the item concerning Electric Lawn Care. It was the Chair's viewpoint that the agriculture community was exempt and would not be impacted. Jeremy shared that since the pandemic, blower equipment usage has increased and so has the equipment noise level. The CE is concerned with the deafening noise level and the climate change. Jeremy argued with the CE about the limited capacity of battery-operated blowers and invited Mike to share his perspective. Mike noted both he and Dr. Luther presented information and examples to the CE, and the information was discounted. Jeremy hopes that the ag community will be exempt. The Chair mentioned to the group that similar legislation has passed in D.C. and noted presently he uses a battery blower to clean his equipment.

**EXTENSION:** Kelly Nichols - U of MD Extension wished the group Happy New Year and then presented her report. Kelly reported on the Well Water Project and Survey, she explained that the University will be conducting drinking well water educational programming for Maryland farms in 2022. We are requesting your input by completing a short survey to provide Extension Educators more information about drinking water wells on farms in Maryland, and to develop education programming to assist farmers in ensuring safe, good quality drinking water. In addition, the project will be providing reduced cost well water testing for up to 75 farms. She also noted that personal identifiable information is strictly confidential, and it will take about 10 minutes to complete the survey. They would like the surveys returned by the end of February.

Kelly then discussed the upcoming annual filing of the Nutrient Management AIR report and noted assistance is being provided by Extension to help farmers meet the reporting requirement deadline of March 1<sup>st</sup>. She shared there are several resources available if farmers need help in completing the annual implementation report (AIR). She mentioned that MDA has mailed out the paper forms for the AIR and if you complete the form on-line MDA is offering nutrient credits. Incorporated into the minutes are dates of some options for assistance available to farmers:

- AIR Help Day, Thursday, February 17, at the Montgomery County Extension Office. Appointments are available between 8:00am and 12:00pm. To sign up for an appointment, visit [go.umd.edu/montgomeryair](http://go.umd.edu/montgomeryair) or call Kelly Nichols at 301-590-2807. Laptops will be available for submitting the AIR form online.
- Contact Kenny Favorite, Nutrient Management Specialist with MDA, at 410-507-4811 or [kenny.favorite@maryland.gov](mailto:kenny.favorite@maryland.gov).
- Contact MDA's Nutrient Management Program Main Office at 410-841-5959 or [nminfo@maryland.gov](mailto:nminfo@maryland.gov).

Kelly reported that registration was extended for Enlist One and Enlist Duo Herbicides. Kelly explained EPA has extended the registration for the Enlist herbicides. Enlist One contains 2,4-D. Enlist Duo is a mixture of 2,4-D and glyphosate. Enlist herbicides are for over-the-top applications on Enlist crops, which are tolerant to 2,4-D. Check the label for directions on drift management, buffer requirements, and approved tank mixes and nozzles.

Kelly then reviewed with the Board some of the other upcoming events that are planned for in person meetings. As of the date of this meeting, she reminded the Board of certain mask mandates for attending in person meetings. The following event details were provided by Kelly: **Central Maryland Forage Conference**, January 19, 2022, 9:00am-3:00 pm, Middletown Fire Department Activities Center, 1 Fireman's Lane, Middletown. For more information and to register, visit the [website](#). Pesticide, nutrient management, and certified crop advisor credits will be available. **2022 Agronomy Update**, Wednesday, February 23, 2022, 9:00am-3:00pm, Urbana Fire Hall, 3602 Urbana Pike, Frederick. For more information and to register, visit the [website](#). Pesticide, nutrient management, and certified crop advisor credits will be available.

Kelly mentioned that if any farmer does not feel comfortable in attending meetings in person, there are **Alternative Options for Obtaining Credits**. 1) An online self-paced module for both pesticide private applicator and nutrient management credits. To obtain access, visit our [pesticide applicators website](#). Click on 2020 Pesticide Renewals, then follow the instructions under Option 2. 2) A workbook for pesticide private applicator credits. To obtain a workbook, please give Kelly at call at 301-590-2807. She shared other options are available, and she noted for pesticide license, attendance, and sign in is required. In addition, you must go online enter your license number and pay the \$7 charge. Kelly noted that she is available if anyone has questions.

### **SECRETARY/ TREASURER'S REPORT**

The Chairman requested the approval of Board Minutes. He noted that all have received the minutes and indicated that if there are no changes or correction, he called for a motion to approve the December 10<sup>th</sup> Board of Supervisor's Minutes. A motion was made by Linda Lewis and then seconded by Doug Tregoning and passed approving the December 10<sup>th</sup> Board of Supervisor Minutes.

Karen then presented the financial reports and was happy to share the District has received a \$14,000 donation for the Envirothon from the Edward Byrd Foundation. She reported that the checkbook and bank statement have been reconciled. She indicated that she has ordered more checks and will meet with Tim to get some checks signed. She commented that the Supervisors have been reimbursed for mileage and meeting per diem and all MDA accounts are balanced.

One financial request was received for our annual Envirothon dues. She noted that last year, MSCD provided \$750 to the Envirothon and J. Harne recommended for this year to provide a \$800 donation. John shared that he is grateful for the Edward Byrd foundation donations, and that the District reports back to the Foundation each year on the progress of our local program. The Byrd Foundation has been very supportive of the program and for the first year, the foundation provided a \$20K donation and the following year a \$30K donation. With the recent donation of \$14,000 the program will be sustainable for years to come. John recommended the increased support in dues to the Envirothon program as it helps cover the costs of both Statewide and National programs. The Chairman asked if the funding was needed and the foundation has been gracious, and he wanted to make sure the funds were spent appropriately. The Chairman's remarks kicked off a lengthy discussion on the Envirothon donation and expenses. John noted that while the Envirothon expenses increased this past year, they are not operating in a deficit situation. The Chairman remarked that MASCD is sitting on a lot of cash and for next year he would like to see the budget for the Envirothon. Following the Envirothon discussion a motion was made by Robert Butts and second by Linda Lewis and passed approving to file the MDA Financial report and to provide a \$800 donation for the Envirothon dues.

### **District Activities Report and Program Updates**

Charlotte Brewster, District Conservationist presented the District Activities Report first. Charlotte mentioned the report reflects the impact of reduced workdays due to the Christmas holiday and employee end of year leave requests. Although there were reduced workdays, she noted there are numerous plans in the works and there are 6 conservation plans for board approval during the Executive Session. Charlotte noted that both new

employees, Ibraheem and Kathleen have been taking advantage and have been steadily enrolling in Ag Learn courses. Charlotte shared Jason Martin made himself available for a site visit with J. Harne, Udeni and Paul for a soil investigation for an ag waste project. Having Jason's insight and input is very valuable to have before making the project design. Jason provides expertise on soil type, project location and provides an excellent soil investigation report. The Activities Report reflects attendance to several meetings. Charlotte mentioned that J. and John have met with DNR to discuss some large state-owned parcels that need conservation planning and Udeni has taken some training courses too. In addition, John met with Steve Nelson on the Patuxent TAC. Charlotte is assisting with getting structure in place to get Kathleen and Ibraheem training. After providing the Activities Report overview, Charlotte addressed the Request for Assistance (RFA), and John placed the first RFA on the screen. The RFA is for Edward Murtagh, and he has 11 acres off Thurston Road in Dickerson. She said he has requested a conservation plan and an ag waste structure for nutrient management. There are 8 acres in pasture and 3 acres in row crop and she believes it's a horse operation. The next RFA presented is for Rajaa Mesfioui/Aziz Matar and the operation is located on Sundown Road in Gaithersburg. She made mention of the previous farm owners and noted the operation has 3 horses with 20 acres: 8 in pasture and 10 in row crops. Nick Magliato was the next RFA presented, and she shared that his address is in Bethesda, but the property is off Rte. 28, and the previous owners were Anderson Trust. He is interested in Ag and Wildlife and the total acres are 432. She believes he leases 180 acres in row crop to Bobby Jamison and 252 in wildlife. John provided additional information and noted they want to build an ag structure. Donald Katzensberger RFA was presented next, and it is located off Kempton Road in Damascus. The property was previously owned by Moxley Farm, LLC and Delaney Gladhill is currently farming it. There is 34 acres in row crop and 34 acres in woodland. Donald wants a conservation plan, an ag waste structure and eventually he wants a farm brewery. John shared additional details and noted he would work with Mike (OAG) to make sure there is compliance with the easement. The last RFA presented is for Sarah Daker/Tom Precht. The operation is located off Edwards Ferry Road in Poolesville and the previous owner was Mary Sears. The plan is to make the 34 acres into a flower farm. Both John and Mike provided additional information and Mike noted their cut flower business has been very successful. After all the RFAs were presented, John noted that each RFA falls in line with the district mission, and we should work with them.

Charlotte then shared details from the January 7<sup>th</sup> application cut-off date for Funding for EQIP for 2022. The MSCD received 11 applications for EQIP and 1 AMA contract which is based on irrigation. These contracts will be moving forward, and eligibility letters have been sent so participants can work with FSA. The technicians and the planners will be working heavily together to best prepare the applications for screening and ranking amongst other applications. Hopefully, EQIP funding status and approval will be known by May. There are upcoming trainings and NRCS will be participating in the Maryland Training that Adam mentioned.

### **District Managers Report**

As with the District's standing procedure for the reporting of New and Old business items at Board meetings, John prepared and distributed a written District Managers Report prior to the meeting. John would report on specific items of importance to the Board Members. Following the presentation of the items reported, the Board would vote to formally accept the report to endorse incorporating unreported items from the report into the minutes as if formally presented.

### **New Business – Election of Board Officers:**

John reported that under Subtitle 3: State Soil Conservation Districts 8:303 "the supervisors shall designate annually a chairman and such other officers as may be necessary and shall have authority to change these designations"

### **SCD Offices for designation:**

**Chair:** Robert Butz, current Chairman

**Vice Chair:** Robert Butts, current Vice Chair

**Treasurer:** Tim McGrath, current Treasurer

As the office of Secretary is typically held by the University of MD Extension representative, no vote is needed for Secretary. Therefore, in accordance with State Law and the Supervisors Handbook, the District must conduct the annual requirement of designating a Chair, Vice Chair and Treasurer. Doug Tregoning motioned to move forward on the slate that John presented for adoption as MSCD Officer nominations for this year and Linda Lewis second the idea. John asked if any of the current officers had any objections, and all replied no. John said the requirements have been met and the current officers are in place for this year. John thanked all the officers and said he appreciates their willingness to serve.

**Introduction of newest MDA Conservation Planning Staff** – John indicated that he was happy to report that our newest MDA Planner started on December 15<sup>th</sup> and his name is Ibraheem Jastaniah. The Board of Supervisors and meeting attendees then took the time to introduce themselves. Ibraheem then had the opportunity to introduce himself and thanked the meeting attendees for their warm welcome and introductions. He shared he is a graduate of the University of Wisconsin- Madison with a degree in environmental science and he has some experience working on an organic vegetable farm in Oregon. Ibraheem noted he has both classroom and field experience, and he is happy to have the opportunity to work for the district. All welcomed Ibraheem on board and the chairman mentioned that it has been a long time and a lot of work to get him here.

**2022 Legislation Update-** John then explained that the 2022 legislative session is underway, and he spends a great deal of time on the General Assembly's website tracking both House and Senate bills. As part of his review of Bills, he provides a weekly legislative matrix update to Supervisors and local partner agencies on important Conservation/Ag Bills that drops each week. He looks at each piece of legislation to see if there is a potential impact to agriculture or important soil conservation district issues. These bills go onto the matrix where Supervisors can see bill number (with clickable link to the Bill Text), if there is a cross-filed bill in the house or senate, the bill's primary sponsor, bill name, synopsis along with what committee the bill is assigned. Each week an updated matrix will be provided and the closer we get to MASCD, recommendations will be made on a Board position. John briefly highlighted a few bills that have dropped so far. He explained that there is an Equine Bill that is sponsored by Delegate Love that it is not clear on the problem or what she is trying to accomplish. Tim suggested that John check in with Jane Siegler in reference to the Equine Bill and noted that she is on the Maryland Horse Council and John agrees that she is a good reference. The Chairman noted that John has done an excellent job and he and John can work together on the proposed bills and determine which bills to advocate for or against. The Chair and John were both disappointed with the MASCD legislative session during last year's Winter Meeting concerning the selection on Senate and House bills the Association took positions on without membership input. Recognizing the Associations actions were COVID driven and likely out of necessity, both would like to see more membership input on legislation positions.

**MASCD Winter Meeting (2/9-2/10)** – John explained that this meeting was originally scheduled to be a 2 day in-person event but now it will be a virtual meeting for one day only, February 10<sup>th</sup>. Due to the change, John is contacting legislators and arranging virtual meeting times to discuss proposed legislations. The Chairman agreed with John's approach to book the visits as it is hard to pin down legislator's time and the supervisors will make themselves available.

**MSCD February Board Meeting** - John reported that with MASCD Winter Meeting falling during the same week as the Board meeting, typically the Board will forgo holding the regular Board of Supervisors Meeting. The Chairman's opinion was to forgo the February Board Meeting, and all agreed. The next MSCD Board of Supervisors meeting will be on March 11, 2022, and John will make sure Karen will follow up announcing the cancellation of the February MSCD Board of Supervisors meeting. Karen shared the Agronomy Update conference will be in February and wanted payment approval for MSCD staff to attend the conference. John

remarked the cost will be under \$250 and the Board has provided approval and permission to make financial expenditures up to \$250.

**January 2022 Newsletter** – John explained that in the Supervisor’s packets there was an advanced copy of the District’s January Newsletter. This edition contains some important dates for upcoming programs and other articles of interests. John noted it was a monumental effort to get the newsletter out early to announce and support the Maryland Conservation Buffer Program, NRCS program deadline, and introduce the new staff.

**OLD BUSINESS Report – Incorporated into the Minutes**

**MACS Status Reviews (due 1/15)** John’s old business information report highlights that the district completed and remitted to MDA the MACS Status Reviews for this year. There were no actions needed for the status reviews conducted and the practices are in good standing.

**FY21 WQPC Report** – John reported that the Annual Water Quality Protection Charge Report has been completed and was provided as an attachment to the Supervisors meeting packets. John explained that the report summarizes the past year of the District Assistance and Programs. Pending Supervisor comments or changes, that it was his goal is to remit this report to the County DEP before the end of January. Along with the report submittal, the invoice to remit our annual \$70,000.00 payment will be submitted. This funds our local cover crop program and local BMP cost share incentive program. Along with the technical assistance and program details, the report includes a section on the need for a District Engineer as well as financial summaries of both our Operating and Capital Expenditures and Fund Balances. John believes it is a comprehensive report that clearly demonstrates how the district is a good conservation and environmental stewardship partner with DEP. Robert Butts mentioned that he didn’t receive a copy and John said that Karen will forward him the report. The Chairman commented the report is excellent and he really liked the information on poultry units, and he appreciates John’s hard work. John wants all the Supervisors to review the report and he would like to get it out soon. John said he considers this a \$70,000 report and he noted DEP is pleased with the work that has been demonstrated in the report.

**Sexual Harassment Prevention Training UPDATE** – John reported on the upcoming mandatory Supervisors training on Sexual Harassment Prevention being held at the District Office on March 1<sup>st</sup>. John mentioned that Robert Butz and Tim McGrath attended the Summer Meeting’s Sexual Harassment Training and do not have to attend this training session. His reporting on this item was to serve as a reminder for others of the upcoming Sexual Harassment Training. The date for this training is March 1<sup>st</sup> from 1:30 pm to 3:30 pm in the Multipurpose Room of the Ag History Farm Park. The District will provide refreshments for attendees. John noted for Linda, Doug and Robert Butts to please mark their calendars for attending this training.

**Practice Keeper Planning Tool Demo** - Last month, John briefed the board concerning the alternative conservation planning tool “Practice Keeper”. Our staff attended demonstration for the software and the Board has provided direction to move forward with GeoDecisions. John noted the frustration of not having the new staff trained on Conservation Desktop and shared the value of having an alternative planning tool. John has discussed training for new employees with Adam and we anticipate GeoDecisions to provide the District with a quote in the coming weeks. After commenting on several items on the District Manager’s Report, John provided a reminder for the approval of the report to be included in the board minutes. The Chair agreed and noted the District Conservationist report needs the board approval also. A motion was made by Tim McGrath and second by Robert Butts and passed approving the District Conservationist Report and the District Manager’s Report.

**Chairman Correspondence:** The chairman, Robert Butz noted he had no correspondence.

**ADJOURNMENT AND NEXT MEETING**

The meeting officially adjourned at 10:14 a.m. Due to the scheduled MASCD Winter Meeting, the next scheduled Board of Supervisors Meeting is March 11, 2022.

Regards

Karen Walker, Administrative Assistant

<b><u>MEETINGS ATTENDED</u></b>	<b><u>PERCENTAGE</u></b>
Butz	92%
Butts	92%
McGrath	100%
Linda Lewis	100%
Doug Tregoning	100%
*Linthicum	58%
*Joe Lehman	75%
*Chris Miller	75%

\*Associate Member