HARFORD SOIL CONSERVATION DISTRICT Board of Supervisors Meeting Minutes – 3/11/2020

Board Members Present: Lee McDaniel, Kim Lewis, Frank Richardson, Rich Holloway, and Dave Doran

Agency Personnel: Quintin Cornwell, Robert Weaver, Christopher Prigge, Heather Hutchinson, and Andrew League

Guests: Kara Macko and Sharon Rapposselli (Harford Bank)

1. Meeting called to order at **8:33 am.**
2. Agenda approved.
3. There were no public comments.
4. Minutes of meeting from February 18, 2020 were reviewed and approved.
5. Treasurer's Report for February was filed as presented.
    a. Discussed Aberdeen Proving Ground Federal Credit Union (APGFCU) as an alternative banking source for managing the Traverse. APGFCU provides easy access to online banking and debit cards. It has competitive rates. It was motioned and approved to open up a checking account with APGFCU. Similar to last month's motion, Lee McDaniel, Chairman; Frank Richardson, Vice Chairman; Richard Holloway, Treasurer; and Quintin Cornwell, District Manager; will serve as signers for APGFCU account.
    b. Kara Macko and Sharon Rapposselli (Harford Bank) presented the benefits and usefulness of Automated Clearing House or **ACH** and Certificate of Deposit Account Registry Service or **CDARS**. The Board thanked them for the information and will give it some thought; such as, using two (2) signature approvals, safeguards against fraudulent abuse, personnel changes, etc. .

Correspondence:

1. State Soil Conservation Committee (SSCC) letter acknowledging **Dave Doran** being re-appointed to serve on HSCD Board of Supervisor through October 17, 2024.
2. Thank you letter from Denise Dregier, Director of College and Alumni Development (Harford Community College), for donation towards aprons for the Food, Farmers & Community Symposium.
3. SSCC FINAL meeting Minutes for January.

Old Business

1. **DC Report –** (see attached report) HIGHLIGHTS:
    a. CREP training was conducted.
    b. Staff meeting held on 2/20/20. (Kim reminded the Board that they had decided to have a supervisor be present at the staff meetings to interact and field questions from the staff. A rotation of Dave, Rick, and Kim as representatives should be renewed. Kim was the last to attend a staff meeting before Frank filled in as interim manager.)

c. Site visit for MACS compliance issues. (Heather Hutchinson explained the history behind the compliance issues on farm in question. There are water quality issues, repairs needed, and other actions to get farm back in compliance for MACS. An existing excavated 12'x12' pit installed by the owner needs to be removed. Other issues (e.g., on-farm digester system, sedimentation, etc.) may prompt further scrutiny; such as, verifying Ag Land Preservation status and/or other compliance deficiencies. A letter by the District to the landowner will be prepared to start the process to address the site visit findings.

2. **DM Report** - (see attached report) HIGHLIGHTS:
   a. Nutrient management issue with one farmer spreading chicken manure early lead to verifying office procedures for hostile confrontations.
   b. Met with Harford Public Works Director to discuss filing limitations, updating SWM pond memorandum, and initiating electronic plan and computation file submissions for review.
   c. Secured debit cards with Harford Bank for Leslie and Quintin.
   d. Met with Heather Hutchinson to discuss MDA personnel and Watershed Implementation Plan goals. (Heather shared with the Board the intentions of MDA to place a third (3) MDA planner at the HSCD office this year. Byron Petrauskas, MDA, intends to have planned PINS positions be subject to competitive interview process. Brian should be getting his new Chevy truck soon. To combat the corona-virus spread, Governor Hogan has placed the state on level II of the "Pandemic Flu and Infectious Diseases Policy" which for MDA employees means encouraging teleworking of non-essential personnel, canceling business out-of-state travel, etc..)

3. **Conservation Tracker-** (no report this month)
   a. Conservation plans pending landowner/cooperator signatures.
   b. Date of conservation plans in Tracker are not accounting for actual approval/signature dates.
   c. Quintin needs to be acquainted with Tracker and assist with inputting practice codes.
   d. Training opportunity for conservation, soil science, watershed health, turf, etc. at Harford Community College. Course will run from June 8th – August 1st. Leslie and Jeremy would like to participate. No action was taken.

4. **Grant Program Update –** (see attached updates)
   a. As of yet, draft copies of Memorandum of Agreement and Landowner Agreement have not been sent to Greg Szoka for legal review.
   b. We will accept applicants which are directed to HSCD by Ecotone, Inc. or Watershed Environmental, LLC.
   c. Potential applicants originating through and/or assisted by HSCD will be given the choice of using Ecotone, Inc. or Watershed Environmental, LLC. to assist with application for grant approval and plan design.

5. **Extension Report** – (see attached report) No comments.

New Business:

1. Frank Richardson to be compensated for his time and service as Interim District Manager was discussed. Frank's hours will be compensated accordingly. The Board thanked Frank for his role as Interim District Manager.
2. Kim Lewis suggested that the Board recognize the staff for their efforts and keeping the office functioning while the District Manager position was vacant. This will be discussed further.
3. **2020 Cooperator of the Year** candidate must be determined. Lee McDaniel suggested that the staff come up with a list of candidates. Once a candidate is determined, it may be best to have a 2nd and a 3rd runner up in case the candidate declines invitation. Rick Holloway recommended selecting a date, place, and then a menu. Additional locations (i.e., Level, Pond View Farm, Swan Harbor Farm, Grimmel Farm, Jarrettsville Vol. Fire Co.) should be checked for availability.
4. University of Maryland Extension Service is sponsoring "Maryland Beef Producers Series III – Pasture Development and Management" workshop on May 15th here at Harford County Ext. Office. The price for participation is $35.00 per person. Board approved up to three (3) participants.
5. MASCD Board meeting scheduled for 9:30 am on Thursday, March 26th at the Maryland Farm Bureau Office in Davidsonville, Maryland.
6. MDA Capital Technically Advisory Committee (TAC) meeting is scheduled for 1:00 pm on Thursday, March 26th at Maryland Department of Agriculture Building in Annapolis, Maryland.

Other:

1. Workgroup to start updating the 1989 Memorandum of Understanding between the District and Harford County. This will be begin after the County 2020 -2021 budget process is completed.

Closed Session began at 11:30 am

Closed Session finished at 11:48 am

NEXT MEETING: Tuesday, April 14, 2020 @ 8:30 am

Meeting adjourned at 11:50 am