

REGULAR MEETING -- Board of Supervisors
Anne Arundel Soil Conservation District
2662 Riva Road, Suite 150
Annapolis, Maryland 21401
February 2018; 9:00 AM

Supervisors Present:	Steuart Pittman, Acting Chair Vice-Chair 04.14	10/11
	Brian Riddle, Treasurer 03.17	8/11
	John Colhoun, Member 04.16	11/11
 Associate Supervisors Present:		
	Mike Superczynski, Associate Supervisor 01.15	2/2
	Gary Palmer 01.18	2/2
 Others Present:	Heydsha Cordero, Soil Conservationist, NRCS	
	Mike Scheffel, Area Coordinator, MDA	
	Lisa Barge, AAEDC	
	John Czajkowski, District Manager, SCD	
	Joe Superczynski, Senior Ag. Soil Conservation Specialist, SCD	
	Keli Kirby, Office Manager, SCD	
	Jamie Tiralla, Publicist	
 Absent:	Vaughn Foxwell, Member 06.17	8/9
	Dave Myers, UMD Extension	

The meeting was called to order at 9:00 a.m. by B.Riddle.

MINUTES: (Colhoun, Pittman)

- The January minutes were accepted.

REPORTS:

Financial, K. Kirby: (Riddle, Pittman)

- The District financial reports
- The MDA financial report
- *Discussion of Bill.com, for the convenience of check signing.* Motion made to allow District Manager and supporting staff to implement the electronic signing system.

PASSED (Pittman, Colhoun)

MDA, M. Scheffel

- Farmers can apply fertilizer to small grains beginning Feb. 25th, manure application remains March 1st.

- Governor announced budget, includes \$8.5 million for MACS, \$52.9 million for CBTF, and \$23 million for Cover Crop
- The SSCC talked about the needs for attorneys across the state. MASCD has a law firm on retainer that can address issues such as Human Resource and EEOC concerns. Possibilities going forward: retaining individual lawyer or a group lawyer for the combined SCDs or cover it under a general liability policy, which allows us to use it when a situation arises.

Urban, K. Holland

- See attached urban report.

NRCS, H. Cordero

- See attached report
- USDA/NRCS, FSA, RMA have been reorganized to form Farm Production and Conservation (FPAC). This was done to consolidate resources for farmers and streamline employee benefits. New website Farmers.gov will link to all agencies and give farmers easier access to all resources.
- Operation Warfighter is an intern project that allows veterans to transition between military service and civilian life. NRCS is inviting 1 intern from this project.

Agriculture, J. Superczynski

- See attached agriculture report.
- Calvert SCD Cooperator's Dinner will be held on March 15.
- Board requested measurables be added to the report, to include farm plans done and backlog of farm plans.

AAEDC, L. Barge

- AAEDC Ag Department is being rebranded to Arundel Ag.
- Ag Connection went well; 13 vendors, 35-40 attendees. Hoping this will become an annual event.
- Ag Jobs Round Table – created to provide solutions to those looking for a reliable work force.
- Ag Education Day concern – it is policy of the farmers insurance that each vendor has their own insurance coverage. Is there a blanket type policy that can be offered for one day events at a lower cost?
- Rockhall Creek Farm – construction was postponed until March. This may compromise the move-in date of May 1st.
- Ag Scrap Tire program just spent \$6000 to haul/dispose of tires. A sponsorship of \$1000 to haul one load of tires was requested. **PASSED** (Pittman, Colhoun)
- Veteran's Composting had a permitting resolution. After discussion, there is a question in the resolution of the issue.

Public Relations, J. Tiralla

- Winter has been mostly keeping Facebook and website up to date and adding new things, along with corrections to links and minor layout revisions
- Input/ Ideas for Spring Newsletter
- Discussed the creation of a PR Kit

Cooperator Agreements (Pittman, Colhoun)

Eileen Beard

Update Owner/ Operator: Hildreth Hoyle. Governor Bridge Rd., Davidsonville. 38.32 Acres. Crop.

Owner/Operator: Lisa Wright – Nickers Retreat, LLC. Bayside Road, Pasadena. 26.8 Acres. Equine.

SWOPs (Pittman, Colhoun)

Eileen Beard

Update Owner/ Operator: Hildreth Hoyle. Governor Bridge Rd., Davidsonville. 38.32 Acres. Crop.

Owner/Operator: Lisa Wright – Nickers Retreat, LLC. Bayside Road, Pasadena. 26.8 Acres. Equine.

Shelley Hopkins

Owner: Douglas and James Jr. Beall. Operator: Jack Barksdale. Grays Road, Lothian. 68 Acres. Corn, soybeans. Proposed barn.

Owner/ Operator: George and Steven Hall. Brick Church Road, Davidsonville. 14 Acres. Corn and cattle. Proposed equipment barn and lean-to on existing barn.

Owner/Operator: Donald Entzian. Bayard Road, Lothian. 54.9 Acres. Fallow currently. Cattle in the future. Proposed equipment shed.

David Scheler

Owner/Operator: Verna Holtzendorf. West River Road, Shadyside. 10.9 Acres. Fresh market vegetables.

Old Business

- Accounting services solicitation update. Proposals were received from CliftonLarsonAllen as well as Mullen, Sondberg, Wimbish, and Stone. The decision would wait until Vaughn had a chance to review the proposals.
- Salary supplements, discussion would be tabled until J. Czajkowski and B. Riddle had a chance to discuss background information.
- Resolution to change valid time for grading permit from 2 years to 3 years. **PASSED** (Pittman, Colhoun)
- Discussion of the 20-acre rule. Board would like to maintain the current rule but to be informed of any new information that would show reason to change the rule.
- Discussion on using funds to create a scholarship or award the winners of Envirothon. It was decided that each member of the winning team (on the local level) would receive a \$100 check. **PASSED** (Pittman, Colhoun)

- Membership of NACD continued with the agreed upon contribution of \$775. **PASSED** (Pittman, Colhoun)

New Business

- Discussion held regarding the hiring of Lou's replacement and offering the new employee benefits. Additional discussion was held about supplementing the salary beyond what MDA allotted. It was decided that the job announcement would be posted on our website, the county website, and indeed.com. The salary would be posted at the same amount that Lou is currently making. In addition, the new employee would receive the same benefits as Lou. **PASSED** (Pittman, Colhoun)
- There has been no change to the status of the proposed MOU with Anne Arundel County.
- Workman compensation insurance for contractual employee is needed. Cost \$519. **PASSED** (Colhoun, Pittman)
- Discussion held on replacing the Ford Fiesta with a vehicle that is more functional for the office. J. Czajkowski was looking into something comparable with the County, Jeep Compass. It was recommended that we investigate the possibility of getting a fleet price through the County. B. Riddle would look at fleet-pricing of a Ford with his contact.
- Gary Palmer was designated as a third approver of checks, this largely due to the schedule of the current Chair and Treasurer and Gary's proximity to the office daily.
- MASCD Winter meeting summary: templates are being created for Districts use in the creation of Employee handbooks, the options of retaining a lawyer, planner certification requirements moved to 2022, and MDA creating a dashboard for WIP goals.
- MASCD Summer Meeting auction item ideas needed. The meeting will be July 29-31 in Cambridge.
- Discussion on Employee salary supplements for 2018. Motion made to award each employee with \$1000. **PASSED** (Colhoun, Pittman). Further discussion on approaching the county on employee classification and step increases, J. Czajkowski and B. Riddle to meet next week to review some background on positions and to look at current and proposed classifications.
- G. Palmer mentioned the need to create an operational manual, that outlines MOU's as well as daily job functions of the employees.

Training

- None scheduled because of outreach discussion

SET TIME AND DATE FOR NEXT MEETING

- The meeting adjourned at 12:18 p.m. (Pittman, Colhoun)
- The next meeting is March 21, 2018 @ 9:00 a.m.