APPROVED **MINUTES**

 **CARROLL SOIL CONSERVATION DISTRICT**

**BOARD OF SUPERVISORS MEETING**

**January 20, 2022**

***Due to the regulations currently in place in response to the COVID-19 Pandemic which restrict in-person meetings, the April meeting was held via teleconference***. Chairman Myron Frock called the meeting to order at 7:00 p.m. The following participated:

Board Chairman Myron Frock  Board Treasurer Donald Maring

Board Vice Chairman Chris Weaver Board Supervisor Greg M Dell

Associate Supervisor Janet O’Meara District Manager Matt McMahon

MCES Agent Bryan Butler NRCS District Conservationist Eric Hines

Area Coordinator Heather Hutchinson

**MINUTES**

Board Vice Chairman Chris Weaver made a motion to approve the minutes of the December 16 Board meeting. The motion was seconded by Board Supervisor Donald Maring and was passed.

**TREASURERS REPORT**

Board Treasurer Donald Maring, cited the Financial Report, breakdown of District’s Equipment Account and the following list of bills to be approved for payment:

|  |  |
| --- | --- |
| W.B. Mason- Office supplies | $45.95 |
| Kyocera- copier charge | $9.96 |
| Jeff Teets- Survey Training | $1,080.00 |
| W.B. Mason- Office supplies | $13.99 |
| Staples- Office supplies | $223.44 |
| PNC Bank- Supplies and Christmas luncheon/gifts | $1,961.04 |
| Maryland Farm Bureau- Membership Dues | $72.00 |
|  |  |
| Total |  $3,406.38 |

Account Breakdown - Reported on balances in accounts.

Board Treasurer Donald Maring moved to approve payment of bills. The motion was seconded by Board Vice Chairman Chris Weaver and the motion was passed.

**CHAIRMAN’S REPORT**

Chairman Frock stated that with Covid restrictions again increasing across the state, we will likely meet virtually again next month and then depending on the Covid situation at that time we will decide when to return to in-person meetings.

The next Board Meeting will be February 17, 2021, at 7 p.m. The meeting will be virtual.

**DISTRICT**

District Manager Matt McMahon reported on the following: Due to the surge in Covid-19 cases, including a few within our office, the District and MDA staff are currently back to working hybrid schedules with approximately 25% staff in the office at a time.

 There was a virtual meeting with Districts and MDE yesterday (1/19) to give an update on the MOUs between MDE and the Districts for Small Pond Approvals. MDE is basically not going to have MOUs with each District but will instead provide a policy guidance document that all Districts will follow. They will be hosting a second virtual meeting tomorrow (1/21) to go over the same material for anyone who missed yesterday’s call.

 The technical staff has requested that the District purchase a new GPS survey unit. The unit purchased by NRCS is shared by neighboring Districts and with the heavy workload the unit has been getting booked up. It would be greatly beneficial for Carroll SCD to have its own unit. The cost is approximately $33,000. There is some leftover funding from last year’s County budget allocation that can cover approximately half of the cost, and there are funds available in the Equipment account such as the Ecotone Administrative fees, BMP verification funds, etc. Board Vice Chairman Chris Weaver made a motion to purchase the unit, Board Supervisor Donald Maring seconded and the motion passed.

**NRCS**

District Conservationist Eric Hines reported on the following: NRCS is following similar Covid protocols in field offices as described by District Manager Matt McMahon. USDA’s “Return to Work” plan has been pushed back to March.

**MDA**

District Manager Matt McMahon reported on the following:

New MDA Planner McKenzie Somers is doing very well so far.

**UNIVERSITY OF MARYLAND - EXTENSION**

CES Agent Bryan Butler reported that the office is open and they are not teleworking. They have held in-person meetings and trainings with no problems thus far. Mr. Butler thanked the District for their support in the funding of recent and upcoming hires.

**FSA**

District Manager Matt McMahon passed along the following:

-ARC/PLC application deadline is March 15th

-DMC enrollment deadline is February 18th

At 7:32 p.m., Board Supervisor Greg Dell made a motion to adjourn. The motion was seconded by Board Supervisor Stacy Sellers and the motion was passed.

Respectfully submitted,

Matt McMahon, District Manager