

## **Garrett Soil Conservation District Supervisor's Meeting**

**February 20, 2024**

### **Garrett Soil Conservation District Board Room**

#### **Participants**

- Smokey Stanton, Board Chair
- Kristen Enlow, Board Vice Chair, Treasurer
- William Buckel, Board Member
- Butch Helbig, Board Member
- Nevin Sines, Board Member
- Seth Metheny, District Manager (DM), Joining Online
- Chad Bucklew, District Conservationist (DC)
- Jeannie Frazee, Administrative Assistant
- Josh Smith (WMRC&D, Guest)

#### **Meeting Topics**

- Certification of Quorum
- Call to Order
- Introduction of Guests (Josh Smith, WMRC&D)
- Approval/Correction of January 23, 2024, Minutes
- Treasurer's Report
- Chairman's Report
- District Manager's Report
- District Conservationist's Report
- New Business
- Old Business
- Public Comment

#### **Call to Order**

Board Chair, Smokey Stanton, certified a quorum and called the meeting to order at 7:01 pm.

#### **Introduction of Guests**

Josh Smith from Western Maryland RC&D gave an annual update on the work of WMRC&D.

#### **Approval/Correction of January 23, 2024 Minutes**

Smokey asked Board members to look over the minutes and bring forward any questions or comments. Kristen Enlow asked about the situation with Willie Lantz not attending Yough River Advisory meetings. Seth replied that Willie is still officially on the Board. There was a public comment about him missing more than two meetings, which is a condition for expulsion from the Board. Seth said that he is not sure what action the Board is taking. Kristen Enlow made a motion to accept the minutes with that note. Nevin Sines seconded the motion. The motion passed unanimously.

## **Treasurer's Report**

### Financial Report Monthly & YTD

Smokey passed the floor to Butch Helbig, who is the Assistant Treasurer. Butch let the Board know that Seth had gone over all of the finances with him at the Treasurer's Report meeting. He felt that Seth did a good job. Butch stated that everything made sense and was on the "up and up". He asked Seth Metheny to go over the financial reports.

Seth explained the Financial Report Monthly & YTD.

Smokey asked if there are any expenses that could be a surprise to the Board. Seth stated that he does not know of any. Smokey asked if there were any Operating Expenses for January. Seth answered that there were not.

### January Income Statement

Seth went over the January Income statement with the Board.

### FY24 MDA General Fund January Statement

Seth went over the FY24 MDA General Fund January Statement with the Board.

Butch Helbig made a motion to accept the Financial Report Monthly & YTD, the January Income Statement, and the FY24 MDA General Fund January Statement. William Buckel seconded the motion. There were no objections. It passed unanimously.

## **Chairman's Report**

Smokey Stanton said that regarding the Supervisor training last month, he left off the Supervisor responsibilities to stay within the half hour. Those will be coming in the future.

## **District Manager's Report**

### Garrett County FY2025 Budget

The budget request for FY25 is due to the Commissioners by end of day Friday. Seth recommended that the District request \$28,427.66 for half of Jeannie's Administrative support

and \$4,375.00 for dam maintenance. Smokey Stanton suggested that the Board go into Private Session to discuss Jeannie’s salary. The Board agreed.

**Legislative Review**

Seth Metheny went over three bills that may be of interest to the District. 1. Senate Bill 1082 - The Solar Energy and Energy Storage – Development and State Procurement. 2. Senate Bill 196 – Soil Conservation Districts, Small Ponds, Plan Review Fees. 3. Senate Bill 932 – Maryland Agricultural BMP Best in Show Program – Established.

**District Annual Work Comparison**

Seth Metheny presented the Garrett Soil Conservation District Annual Work Comparison chart. New information can be added each year. Smokey explained to the Board that it tells Board the baseline for the Annual Work Plan.

| <b>Garrett Soil Conservation District Annual Work</b> |            |        |       |            |          |             |             |
|-------------------------------------------------------|------------|--------|-------|------------|----------|-------------|-------------|
|                                                       | Cons Plans | Acres  | BMP's | Cover Crop | CC Acres | E & S Plans | E & S Acres |
| 2023                                                  | 19         | 1902   | 145   | 22         | 1,491.60 | 116         | 1436        |
| 2019                                                  | 8          | 233.00 | 65    |            |          | 91          | 2,822       |
| 2018                                                  | 7          | 959    | 50    | 31         | 746      | 163         | 2,652       |
| 2017                                                  | 14         | 1,590  | 66    | 32         | 2,576    | 153         | 3,758       |
| 2015                                                  | 9          | 912    | 199   |            | 1282     | 143         | 2,463       |
| 2014                                                  | 3          | 116    | 65    |            | 986      | 155         | 2,891       |
| 2012                                                  | 10         | 1,337  | 100   | 25         | 1,086    | 191         | 3,853       |

**District Conservationist’s Report**

There were 4 contracts already approved for NRCS, mostly High Tunnels. The total funding is about \$60,000. There were also a couple energy audits. There are 30 more applications that the staff is working through. Six are under review. There should be 12-15 contracts by next meeting. The District is getting into more of the bigger projects in the coming weeks. They are still in Engineering. We are moving much quicker than last year.

Chad Bucklew said that he does not have an update on the lease. A proposal came back in mid-February but it was deemed not to be acceptable. Chad does not have a current timeline. Negotiations are ongoing.

**New Business**

District Activity Report

Seth presented the Activity Report which is in the Board packet. Chad Bucklew stated that it is a good overview of the activities of the District for the month.

### Newsletter

Jeannie Frazee gave an update on the newsletter.

### **New Business**

#### Tree Sale Update

Jeannie Frazee gave an update on the Tree Sale.

#### Backbone Site #2

Backbone Site #2 has been approved for E&S. There is a letter from Daniel Laird in the Board packet.

#### Yough River Advisory Board

Seth Metheny stated that the Board is meeting monthly.

#### Scholarship

The District contacted both Southern and Northern High Schools and have added the scholarship to their scholarship lists for 2024. We have also sent notices out to area homeschool groups.

Kristen Enlow contacted Farm Credit of the Virginias and asked for them to donate \$250 toward the scholarship.

#### Retired Employee Health Benefits Agreement

Seth presented the Board with the original agreement between the District and the County regarding the District's retired Administrative Assistant's health benefits.

The public meeting ended at 9:35 pm, and the Board went into Executive Session.

### **Executive Session Announcement**

Smokey Stanton announced that the Meeting will be going into Executive Session to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Specifically, the Board is discussing the salary for the Administrative Specialist, and whether it should be a fixed salary or a step salary. This conversation is necessary to determine the amount of funding to request from the Garrett County Commissioners for FY25.

The meeting adjourned into Executive Session.\* at 9:35 pm.

Those present in the Executive Session were Smokey Stanton, William Buckel, Kristen Enlow, Nevin Sines, Butch Helbig, & Seth Metheny to take the minutes. Executive Session ended and the meeting adjourned at 10:45 pm.

\*General Provisions Art. 3-305(b)(1). To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.