

Garrett Soil Conservation District Board of Supervisors Meeting

September 16, 2025

Garrett Soil Conservation District Board Room

Participants

- Smokey Stanton, Board Chair
- Kristen Enlow, Board Vice Chair
- Butch Helbig, Board Treasurer
- Nevin Sines, Board Member
- Dorsey Guard, Board Member
- Seth Metheny, District Manager (DM)
- Chad Bucklew, District Conservationist (DC)
- Jeannie Frazee, Administrative Specialist

Executive Session August 19, 2025 Meeting

At the end of the August 19, 2025, meeting, Smokey Stanton read the Closing Statement form titled "Presiding Officer's Written Statement for Closing a Meeting Under the Open Meetings Act" for the Board to go into Closed Session.

Kristen Enlow made a motion to close the meeting subject to Article 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." The purpose for closing the meeting is to discuss the Administrative Assistant's salary. Nevin Sines seconded the motion. There were no objections, rendering the vote unanimous to close the meeting. The reason for closing the session is to avoid the Administrative Assistant's salary being discussed in front of either Jeannie or Seth, as he made the request for the raise.

Those present were Smokey Stanton, Kristen Enlow, Butch Helbig, Dorsey Guard, and Nevin Sines. The Board discussed employee compensation. There was no vote and action was deferred.

Call to Order

Board Chairman, Smokey Stanton certified a quorum and called the meeting to order at 7:00 p.m. All Board members were present.

Approval/Correction of August 19, 2025 Minutes

The August 19, 2025, minutes were approved as written by unanimous vote.

Treasurer's Report

Butch, Smokey, and Seth met on Monday, September 8 to discuss the financial reports. Butch gave an overview. There was a positive on the First United Holdings account which an improvement from last month's negative. Actual financials are very close to the proposed budget. E&S income was slightly less than expected but close. The Tree Sale did well.

FY26 MDA General Fund August Statement

There were 4 expenditures from the MDA General fund for the month of August. \$203.48 for supervisor per diems and mileage. \$1,100.00 MASCD dues, and \$79.30 for supplies. Total for Unrestricted for FY 26 is \$13,400. So far this FY, the District has spent \$2,362.04.

Monthly Income Statement

Income was \$1,130.05 E&S Administration, \$1,860.12 Tree Sale, \$1,200.68 Admin E&S Administration, and \$4,732.11 E&S fees, for a total of \$8,922.96. First United Holdings generated \$4,571.44 for the month and the Money Market \$79.65. Total Revenue is \$13,574.05.

Expenditures were: Local office supplies - \$82.23, website security and back-up \$143.76, cell phones \$150.95, MASCD local share of dues \$1,650.00, WMRC&D dues \$200.00, MASCD endowment auction \$75, Tree sale down payment \$2,625.00, Local supervisor per diems \$400.00, Local supervisor mileage \$2.50, E&S field supplies \$95.90. Total expenditures with payroll, fringe, and taxes were \$12,478.68.

August First United Holdings

The costs of the bonds have now been plugged in, so the report gives a more accurate picture of the real market value of each investment. Butch let the Board know that the August report makes the investment portfolio look more lucrative because of the current market but the District should not expect to see that much growth monthly.

August Financial Report

The report is based on the proposed budget, as an official FY26 budget has not yet been adopted. Therefore, percentages outlined on the report may not be correct. Total Income on the Local Account was \$2990.17. Investment assets at the end of the month \$404,924.66. Expenses on the Local Account were \$5,329.44. No additional income was received on the General Fund account, but expenses were \$1,382.78. Income on the Administrative Assistant account was \$1,200.68. Expenses were \$4,096.55. Income on the E&S Account was \$4,732.11. Expenses were \$1,895.90.

E&S Expenditures are reflected in the Monthly Income Statement. They are not detailed on the Financial Report.

Butch Helbig made a motion to pass the August Financial Report. Kristen Enlow seconded the motion. The motion passed unanimously.

District Conservationist's Report

NRCS is preparing for a new FY. There is the possibility of a shutdown on October 1.

There have been a couple of meetings in which Suzy Daubert shared that we are doing better than outlined in the summary.

The lease expires at the end of September. Connie Stemple has talked to GSO. Because of the lease expiration they have expedited the District's lease to a more urgent status.

Garrett has wrapped up 24 contracts with a total of \$441,000. They were categorized as follows: 7 Wildlife Habitat & Forestry, 8 High Tunnels, 1 Low Tunnel, 2 Grazing Systems, 1 Irrigation Efficiency Improvement, and 5 SEMA Forest Stewardship plans. The SEMA contracts pay for an outside contractor to write a Forestry Plan. There were a few more tunnels contracted this year than normal, but some of them are smaller in size than in the past. There are a couple at \$5000 and one at \$3000. We are down a grazing system from last year. There were some producers that backed out for grazing, animal waste, and heavy use.

The spending breakdown is: \$250,000 habitat, \$120,000 tunnels, \$43,000 grazing, \$12,000 Conservation Plans, and \$3,000 irrigation.

New Business

Activity Report

There are 14 Conservation Plans under active design. One was finished and signed in August. 13 Single Family, 3 Timber Harvest, and 8 Commercial plans were reviewed and approved for E&S. 6 Commercial plans were reviewed and sent back for revisions. 6 Single Family plans and 2 Timber Harvest plans are currently under review.

The District is actively working with 66 producers. There are a couple projects under construction and one to start next year.

District special activities for the month included the Garrett County Agricultural Fair and the MASCD Annual Meeting.

Erosion & Sediment Control Update

Seth sent a letter to Keith Potter looking for guidance and clarification on the use of E&S plan review fees and allowable carryover use in regard to saving extra funds to provide for employing a full time reviewer and needed equipment and a vehicle once Randy retires.

Seth asked the Board if the District would want to consider putting a cap on E&S fees. Some Districts have one and others do not.

The Department of Transportation has contacted the District regarding water flooding in the state road at Kitzmiller. Seth responded to the DOT and ask that Randy be included in the meetings. Chad Fike asked that Ivy be included.

Nevin expressed concern about the District being sued if there is major soil erosion from a site where we have approved a plan.

Lime Spreader

Seth presented a graph showing use and income generated from the Lime Spreader since 2011. Usage has significantly declined since that point.

Dorsey took the gear box apart and replaced a chain and a sprocket. He thought it was fixed, but by the third load it quit working again.

Seth presented the Board with a quote from GVM to purchase replacement parts to rebuild the gear box. The total is \$4,304.88. Dorsey said that he was quoted \$8000 for a full gear box replacement. GMV is in East Berlin, PA.

The Spreader was purchased in 2011. This is the original one.

Dorsey is to chair a new subcommittee of the Board to look at alternatives regarding the Lime Spreader.

Old Business

FY26 Budget

The proposed budget presented in the Supervisor packet is the same one as has been presented since April.

There is no public comment.

Executive Session

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The Board asked Jeannie to leave the meeting. The Board entered Executive Session at 8:37 pm.