



1260 Maryland Avenue, Suite 103 • Hagerstown, Maryland 21740
Phone: 301-671-1800 • Fax: 301-671-1800
Website: www.wmrcd.org

**Western Maryland Resource Conservation and Development Council Meeting
Quarterly RC&D and Council Meeting Minutes
June 11, 2015**

Council President Craig Hartsock called the meeting to order at 10:10 a.m. at the Western Maryland Research and Education Center, in Keedysville, MD. In attendance was Craig Hartsock (Allegany SCD), Roger Troxell (Frederick Soil Conservation District) Ed Null (Carroll SCD), Dan Fiscus (Frostburg State University), Jeff Barclay and Adam Heavener (Allegany County), Willie Lantz, Paul Shogren (Garrett County), Michael Myers, Laura Michael and Mark Goldbach (WMRC&D).

Guests included Catlin Fisher, John's Hopkins University, Jennifer Hill, Patuxent National Wildlife Refuge, Jenn Kane, University of Maryland, FSNE, Corey Armstrong, FSU, Joe Hoffman (Garrett County)

Council President, Craig Hartsock welcomed everyone to the meeting and thanked them for their attendance and recognized guests attending the meeting.

Ed Null presented the Treasurer's Report financial status to the Council and meeting attendees.

Catlin Fisher, an employee of John's Hopkin University gave a power point presentation on "Maryland Food System Map" and "How What We Grow Compares With What We Eat". Catlin's presentation was very informative and included information from the website mdfoodsystemmap.org. Catlin discussed food market locations, the distribution of local food facilities, access to healthy food, SNAP participation and details, free and reduced price school lunches, percent of local dollars spent on local foods, percent of food secure and insecure, county profiles, a comparison of Maryland food grown versus Maryland food consumption, what we can do to improve food shortfalls. Catlin's presentation received significant interest with many follow-up questions.

Jennifer Hill, employee of the Patuxent National Wildlife Refuge, Laurel, Maryland provided a power point presentation on Patuxent National Wildlife Refuge an urban wildlife refuge and research facility. Jenn provided historical data on the refuge's information on visitation, wildlife, educational aspects, cooperators, the Conservation Tram Tour (which WMRC&D is providing Part-Time Employees who serve as Tram Operators). Jen explained the goals of the Refuge's Comprehensive Management Plan over the next few years.

Corey Armstrong, Frostburg State University, provided a power point presentation with an up to date status of the Frostburg Grows Project. Corey detailed the completion of Phase 1 of the project and the beginning of Phase 2 including new grants in place, the internship program, AmeriCorps program involvement, the current water shortage issue, the doubling of food

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production, automated irrigation and data collection, the partnership with the Allegany Public Schools, rain garden and rain water collection system. Produce grown to date includes tomatoes, lettuce, basil, kale, broccoli and cucumbers. Needs include water, critter management, constant monitoring and irrigation. Cory described long term goals as local food production, jobs, economic activity and promoting synergy as a training center. Cory also introduced Michael Myers the newly selected WMRC&D part-time employee to serve as the FG site manager.

Craig introduced Jonathan Kays, University of Maryland Forest Woodland Manager, who gave a brief presentation about the woodland education program called “Call Before You Cut” and “A Landowners Guide to Healthy Forests” flyer. Jonathan explained that partners are needed to help implement these programs and invited WMRC&D to participate by sharing this with our members.

Craig adjourned the meeting at 11:45 AM for lunch.

Craig reconvened the meeting at 1:00 PM and then opened up the council meeting for staff reports.

Laura Michael gave a power point presentation on her 10 years of project work for the WMRC&D and associated project work for the PPRP. Laura has been working as an Environmental Research Associate and is now an Environmental Research Coordinator conducting a wide variety of research and report writing services for PPRP. Laura presented her work on many projects including finding beneficial uses for coal combustion by-products (CCB's), the Maryland Mine Sealing Program, assistance to Environmental Resource Management, Geophysical Resistivity Surveys (underground mine void location and detection) the Jennings's Run Limestone Leach Bed project and stream loss studies. Laura is working on completing reports on projects for PPRP and identifying Georges Creek health and safety threats.

After Laura's presentation, a brief discussion took place on declining PPRP funding and that future contract work is uncertain. These declining funds have resulted in the loss of funding for Gary Reeves position.

Craig adjourned the meeting at 11:30 AM for lunch.

Craig reconvened the meeting at 12:30 p.m.

Council Member Business Meeting:

At 1:20 PM, Craig Hartsock called the roll of voting members and determined a quorum was present in order to conduct council business. The following Council Members were present;

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Craig Hartsock
Roger Troxell
Ed Null
Jeff Barclay
Willie Lantz
Paul Shogren
Dan Fiscus

Minutes from the March 25, 2015 Quarterly Council Meeting were approved without any changes.

Old Business:

No old business.

New Business:

President Hartsock read a letter from the Maryland Forestry Association thanking WMRC&D for our \$500.00 donation to the Natural Resources Career Camp.

The Council then discussed the need to complete the Circular 133, Single Audit of our fiscal year 2012 as requested by the USFWS. The three requests for bids were discussed as well as the WMRC&D financial status to pay for this audit. A motion to award the audit contract to Rogers & Company, from Vienna, VA was passed unanimously.

The Council discussed our current administrative fee income and the need to update this administrative fee to reflect current market conditions as well as to provide the necessary operating income for long-term successful operations. A motion was unanimously passed to increase our administrative fee to 10% minimum for all projects unless approved otherwise by a 2/3 majority vote of council members. This increase was passed starting July 1, 2015 and was requested to be implemented by the preparation of a notification letter to our project partners.

President Hartsock made a motion to partner with Jonathan Kays to help implement the “Call Before You Cut” forestry program. This motion was passed unanimously by the Council.

The Council then discussed nominations of officers. It was agreed that Council President Craig Hartsock, Roger Troxell, Vice President, and Treasurer, Ed Null would serve one more year until Summer 2016.

Council Member Paul Shogren requested that our next Council meeting include an agenda item to discuss the “Future of Western Maryland RC&D.” It was agreed that we would do this.

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The next scheduled Executive Council Meeting will be held on Wednesday August 5, 2015 at the WMRC&D Office in Hagerstown.

The next Council Quarterly Meeting will be held on Thursday September 17, 2015 at Allegany College of Maryland in Cumberland, MD.

There being no further business, President Hartsock adjourned the council business meeting at approximately 2:00 P.M.