

Minutes – Regular Meeting
Baltimore County Soil Conservation District
May 19, 2026

The regular meeting of the Board of Supervisors of the Baltimore County Soil Conservation District was called to order by Chairman McGinnis at 8:04 am with the following present:

Supervisors

Mark Duvall
Eric Hadaway
Toby Mays
Mike McGinnis
Steve Smith (Phone)

Staff

Jim Ensor, BCSCD
Essy Frey, BCSCD
Jeff West, BCSCD
Sam Cox, NRCS
Jeremy Stevens, NRCS

Others

Jess Armacost, BCDOA
Christa Riepe
Jyoti Mohan
Sean McIntosh
Gracie Mason, UME

Motion - Duvall moved to approve the minutes of the April Board meeting. The motion was seconded and passed.

Treasurer's Report – Hadaway stated the April report was in the Board packet. For two months in a row, income exceeded outflows. Fee income for May thus far has been very good, and as of today, we're \$20,000.00 ahead of our FY'26 budget amount for fees. The FY'27 County budget passed and we rec'd \$240,427.00, the total grant amount we requested.

Motion - Hadaway moved to approve the April Treasurer's report and pay the bills. The motion was seconded and passed.

District Conservationist's Report – Cox reported 14 pre-approved contracts for EQIP and AMA projects and one for CSP for FY'26. These projects total 1.1 million dollars in FY'26 funds. We have 37 active contracts across all Federal programs for 1.8 million dollars. Staff have been attending Conservation Bootcamp in Carroll and Frederick counties. Lots of spring construction is happening including waterways and HUAs. Jeremy Stevens is busy working with woodland and forestry owners. Cox reminded producers, especially livestock operations, to be aware of MDE's Animal Feeding Operations (AFO) permit modifications, specifically pothole management and preventing commingling of stormwater with manure, litter, and process wastewater.

District Manager's Report – Ensor stated his report was in the Board packet and asked if there were any questions. He received guidance from Lorretta Collins, SSCC, that the first two hours of research for each Public Information Act request must be free

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Approved

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Motion – Hadaway moved to change the 2nd sentence of the 2nd paragraph of the FOI Policy to read “The SCD will charge a search fee of \$45/hr with the first two hours of search time being provided at no charge.”

The Maryland State Envirothon Steering Committee is requesting snacks and drinks to be used at the 2026 State Envirothon in June.

Motion - Hadaway moved to donate \$150.00 worth of snacks and drinks to the 2026 Maryland State Envirothon. The motion was seconded and passed.

Proposed MOU for Ag Complaints between MDA & MDE – Ensor questioned how MDA could voluntarily provide MDE with copies of soil conservation plans (for enforcement action purposes) when MDA currently cannot obtain plans without landowner permission.

Ensor expressed his frustration with the way the MACS program and MDA Administration handled the Yohn’s grassed waterway repair project. MDA has decided this project will not be funded by Board of Public Works monies, but will instead be paid with MDA funds. Jared Wagner will deliver the Claim For Payment to MACS staff today at the MDA All Employees Meeting at Sandy Point State Park. MDA is still not willing to not budge on Yohn’s cover crop monies until the status review on the grassed waterway repair is satisfactory.

Ensor distributed copies of the May 2026 MASCD report. He reminded the Board that the deadline for donations to the MASCD Endowment auction is June 30, 2026. Duvall graciously volunteered to donate something to the auction again this year.

Chuck Kauffman, our Weed Control Coordinator has been busy spraying already this season. He is very reliable and has done a great job learning the job and doing it. Kauffman’s rate of pay was increased to \$22/hour as of May 1, 2027.

Motion - Hadaway moved to accept the District Manager’s report. The motion was seconded and passed.

Staff – Jeremy Stevens reported that 4 of the 14 projects Cox mentioned in her report were his. These projects include controlling invasives, timber harvests and brush management. In addition, he is becoming more involved in CREP plantings. Stevens reported that Duvall’s re-forestation planting is now complete. This project involved taking a field with a wet area and planting 2500 trees to help control soil erosion. He asked if there were any other projects or services that he could provide as a forester that would be beneficial to the District.

Extension Agent – Crawl is in Kenya until the end of May working with Daystar University and small farmers there.

MDA Area Coordinator – In Alles’ absence, Ensor distributed copies of Alles’ report for May. (A copy of which is attached to these minutes.)

Baltimore County Division of Ag. – Armacost distributed copies of the BCDOA May 18, 2026 newsletter and briefly discussed items contained therein.

Duvall noted that the Baltimore County Planning Board meeting and Public Input Meeting on Data Centers is scheduled for Thursday, May 21, 2026.

Committee Reports

Urban – West reported the time until review for April was 20 days with two new priorities. McGinnis asked again if overtime was warranted. West felt overtime would not be well received, especially with vacation season starting. Hadaway will reach out to Pete Gutwald regarding the District's increased turn around time and possible necessity of overtime. West asked Chairman McGinnis to sign the revised Standard plan.

Motion - Hadaway moved to accept and adopt the Standard Plan with edits as approved by Michelle Crawford of MDE. This Standard Plan will be effective May 19, 2026. The motion was seconded and passed.

Personnel – No report.

Agriculture - Ensor is waiting for an answer from the MACS department as to whether there will be cost share available to reseed waterways that contain a lot of clover. He commended Barnes on the tremendous effort she's put forth on the Yohn's waterway repair project. Mays also expressed his appreciation for all the hard work Todd and Barnes have put forth on his project.

Finance – Hadaway will try to get confirmation from the County that we'll receive all 4 qtrs. of our FY'27 grant funds at one time.

Old Business

MOU With Baltimore County – No new information.

State Funded District Manager Position – No new information.

Proposed Organizational Structure for the BC Dept. of Ag. (DOA)- Ensor still has not rec'd any answer to two emails sent to Armacost regarding the flow chart included in the Proposed Organization Structure. When Ensor asked about this flow chart at the February Ag. Advisory Board meeting, JT Albright stated that nothing will be done until the Department of Agriculture is created. The Board will keep this on their radar as well as on the agenda.

SWM of Ag Buildings – No new information.

E&S Plan Review Efficiency – Hadaway stated that revisions to the 2012 Urban Policy Manual reinforcing the fact that a meeting does not constitute a review will be made after the June 9, 2026 BCEA meeting where this subject will be discussed.

IRA, Sick Leave Buy Back, Raises - This will be discussed at a close session immediately following today's regular Board meeting.

Associate Supervisor Attendance – McGinnis will try again to reach Bryan Alexander by phone regarding his failure to meet the attendance requirements associated with being an Associate Supervisor.

NEW BUSINESS

Document Retention Policy –

Motion - Mays moved to adopt the Document Retention Policy as written. The motion was seconded and passed.

District Committees – This will be discussed at the June Board meeting.

MASCD Endowment Auction – Covered previously during this meeting.

Standard Plan Text Revision – Covered previously during this meeting.

Motion - Hadaway moved that the Board enter a closed session to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees of professional competency and evaluation of District Employees, as authorized by the Open Meetings Act. The motion was seconded

Being no further business, the regular meeting adjourned at 9:20 am. The next meeting is scheduled for Tuesday, June 16, 2026 at 8:00am.

Respectfully submitted,

Esther L. Frey
Administrative Assistant