

AGENDA
CALVERT SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS' MEETING

Call to order: Hybrid Meeting
Monday, April 14, 2025, 7:30 p.m.
489 Main Street, Suite 101
Prince Frederick, MD 20678

Call-in: 1-872-216-2953
Passcode: 151 965 631#

1. Introduction of Guests
2. Minutes March 10, 2025
3. Treasurer's Report for March 2025
4. Reports:
 - Calvert County Economic Development, Ag Update
5. Old Business:
 - District Projects – Cage Farm Wetlands, JPP Phase 5, Breezy Point, Flag Ponds, North Beach
 - District Land Use Issue Updates – n/a
 - Equipment Update – 10' No-Till Drill
6. New Business:
 - District Manager's Report to Supervisors
 - New Land Use Issues – Wilson Road
 - Staff Updates – Statuses of Assistant DM; MDA planners; Federal staff
 - MDA Budget for Approval by Board
 - Upcoming Meetings & Events –
 - April 25 – (Friday) PGSCD Dinner, Social 5 p.m.; Dinner 6 p.m.
 - May 12 – (Monday) Next Board Meeting
 - May 15 – (Thursday) SSCC Meeting in Caroline County with virtual option
 - August 4-6 – (Mon., Tues., Wed.) MASCD Summer Meeting, Rocky Gap
7. District Conservationist's Report
8. MDA Update
9. Erosion and Sediment Control Report
10. Correspondence
 - Thank you from Kylie Pitcher
11. Executive Session



Calvert Soil Conservation District

District Board

Benson H. Tiralla, Chairman, Prince Frederick, MD
Walter L. Wells, Vice-Chairman, Prince Frederick, MD
David A. Cox, Treasurer, Prince Frederick, MD
Leonard R. Ogden, Prince Frederick, MD
Thomas D. Briscoe, St. Leonard, MD
Jason D. Leavitt, District Manager

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MINUTES OF THE BOARD OF SUPERVISORS' MEETING CALVERT SOIL CONSERVATION DISTRICT March 10, 2025

The hybrid meeting was called to order by Chairman Benson Tiralla at 7:30 p.m. at the Calvert Soil Conservation District conference room located at 489 Main Street, Suite 101, Prince Frederick, MD 20678.

Present: Benson Tiralla, Tommy Briscoe, Walt Wells, Leonard Ogden, David Cox, Jason Leavitt, JR Cosgrove, Charlie Cox, and Caroline Trossbach.

Virtual: n/a

Guests: Caroline Trossbach – Calvert County Department of Economic Development

Absent: Mitch LeMueix, Charlie Wells, Phillip Jones, Sr.

Tommy Briscoe motioned to approve the February 2025 minutes. Walt Wells seconded. Motion carried.

The Treasurer's Report for February 2025 was read by David Cox. Tommy Briscoe motioned to approve the report. Leonard Ogden seconded. Motion carried.

REPORTS

Calvert County Economic Development, Ag Update:

- Caroline Trossbach at Calvert County Economic Development provided information regarding: Tuesday March 18th National Agriculture Appreciation Day CCBOCC- MD Ag. Literacy week March 17th – 21st, March 22nd is the Farm to Table Heritage Breakfast.

OLD BUSINESS

District Projects:

- Jason gave the following updates on district projects:
- Cage Farm Wetlands – Awaiting data sheets from Phil King USDA/NRCS wetland delineation requirements.
- JPPM Phase 5 – Still working on setting up a face-to-face meeting with MDE and USACE.

- Breezy Point Shoreline – Vegetative planting monitoring to commence in 2025 and continue through 2030.
- Flag Ponds Shoreline Restoration – Meeting had with Calvert DPW Staff to define the scope. Meeting had with Glenn Gass to define permitting path.

District Land Use Issues:

- n/a

Equipment:

- It was decided to move forward with the 10’ No-till drill improvements. Approximate cost \$15,000 inclusive of parts and labor. Motion – Tommy Briscoe, seconded by Leonard Ogden. Motion passed.

NEW BUSINESS

District Manager’s Report:

- District Project status updates provided.

District Land Use Issues (New):

- Update on Mackall Road tree removal permit.

Staff Updates:

- Jason provided updates on Assistant DM position status and MDA new hires.

Upcoming Meetings and Events:

- MASCD Summer Meeting August 4-6 Rocky Gap.
- April 12, 2025 – next board meeting
- March 20, 2025 – Annual Dinner

District Conservationist Report:

- Approval of 2 new cooperators
- Jason provided update regarding impact to staff pursuant to executive orders and relayed information regarding Federal funding statuses.
- 6 applications pre-approved. 3 EQIP and 3 CSP. Annual Practice Reminder letters to be mailed out and Annual Contract reviews underway.

Maryland Department of Agriculture Update:

- Adam Lyon provided the following updates: May 14th All Hands MDA meeting at Sandy State Park. LEEF listening program slated for March 17, 2025. Cover Crop TAC meeting March 18, 2025. MACS program cut to 0 dollars, but 10.4 million remain in reserve for continuing function. Small Acreage cover crop program (less than 10 acres) capped at \$1,500 cost share – April 25, 2025, deadline. Conservation Buffer initiative deadline March 31, 2025. Manure transport program– still operating. Nutrient Management – AIRs were due March 1st, 2025. SSCC moving meetings out of Annapolis – March 20, 2025, meeting to be held in Washington County. HPAI – 9 incidents Delmarva – last temperature check Tuesday March 11, 2025.

Erosion & Sediment Control Report:

- Jason reviewed the Erosion and Sediment Control Report for October. There were 6 incoming TEG applications with 7 existing reviews; 0 pre-cons; 59 single plans; 7 commercial plans, 1 forest harvest plan, and 43 technical assistance requests.

Other:

- District Annual Newsletter – Printing cost - \$1,715.12 for 450 copies (400 cooperators + 50 extra) Motion to approve -Tommy Briscoe, seconded by Walt Wells. Motion passes unanimously.
- Discussion had regarding the program for the district’s annual cooperator dinner.
- USDA visit tomorrow to discuss removal of Federal assets from the office to initiate the procurement process for move to the new administration building.
- Glenn Gass assimilating project scope for Prince Frederick Villas SWM Pond repair.
- MASCD Award recommendations – none.

Correspondence:

- None

Recorded vote to close the meeting:

Date: 03/10/2024; Time: 8:44 p.m.; Location: Calvert SCD Conference Room; Motion: Tommy Briscoe; Walt Wells Seconded. Members in favor: All. Opposed: None. Abstaining: None. Absent: Charlie Wells, and Philip Jones, Sr.

EXECUTIVE SESSION:

- None

Respectfully submitted,



Jason D. Leavitt
Secretary

TO: CALVERT SOIL CONSERVATION DISTRICT BOARD OF SUPERVISORS

TREASURER'S REPORT: Receipts & Expenditures March 1, 2025 to March 31, 2025

MDA OPERATING FUNDS:

Balance on hand February 28, 2025\$4,034.69

Receipts: None

Expenditures: Transfer 3Q rent to local\$3,774.50
 Transfer conference & training to local90.00
 Transfer 3Q mileage to local136.75
 Elan Financial c/c (VW mifi).....40.01
 (new name of Edward Jones c/c)

Total expenditures.....\$4,041.26

Balance on hand March 31, 2025 (\$6.57)

CHESAPEAKE BAY TRUST FUND XVII (17):

Balance on hand February 28, 2025\$50,636.79

Receipts: None

Expenditures: 3Q Administrative salaries\$15,457.00

Balance on hand March 31, 2025 \$35,179.79

ENVIROTHON FUNDS:

Balance on hand February 28, 2025\$25,533.11

Receipts: CETY grant #259 support.....\$14,328.07
 BOCC support.....500.00

Expenditures: Elan Financial c/c (plaques).....\$380.00

Balance on hand March 31, 2025\$39,981.18

LOCAL FUNDS:

Balance on hand February 28, 2025\$45,737.61

Receipts: CCG (reimb. March rent).....\$7,450.00
MDA Annual dinner receipts.....45.00
Annual dinner receipts7,380.00
CCG (reimb. cells, mileage, conf, ofc)1,188.70
MDA to local (3Q mileage)136.75
MDA to local (conference/training).....90.00
MDA to local (3Q rent).....3,774.50
Total receipts.....\$20,064.95

Subtotal\$65,802.56

Expenditures: Brian Ritter, Jr. (March rent)\$7,000.00
D & G Commercial (January cleaning)1,000.00
Cove Signs (ACLT cooperater sign)125.00
Thompson's Seafood (dinner).....9,856.00
Elan Financial c/c (March statement)3,359.93
Gas (vehicle)14.00
Heritage Printing (office supplies)1,808.76
Annual dinner expenses.....984.16
Booths (maintenance)59.00
USPS (bulk mail/packets)362.24
Verizon Wireless (cell phones)205.33
Late fee and interest (reversal)73.56

Tommy Briscoe (1Q per diem)554.10
David Cox (1Q per diem)554.10
Walt Wells (1Q per diem).....554.10
Leonard Ogden (1Q per diem).....554.10
Benson Tiralla (1Q per diem)738.80
Charlie Wells (1Q per diem).....369.40
JR Cosgrove (1Q per diem)554.10
Charlie Cox (1Q per diem)554.10
Tommy Briscoe (1Q mileage)42.00
David Cox (1Q mileage).....25.20
Walt Wells (1Q mileage)31.50
Leonard Ogden (1Q mileage)16.80
Benson Tiralla (1Q mileage).....88.20
JR Cosgrove (1Q mileage).....43.05
Charlie Cox (1Q mileage).....14.70
Lusby's (hex wrenches)9.99
Michael Churilla (honey).....240.00
Ryan St Laurent (PaxCon mileage)60.20
SMECO (electric)588.66
Returned check (was made good).....180.00

Total Expenditures\$27,114.03

Balance on hand March 31, 2025 \$38,688.53

EQUIPMENT RENTAL FUNDS:

Balance on hand February 28, 2025\$14,384.01

Receipts: None

Total receipts.....\$0.00

Subtotal\$14,384.01

Expenditures: None

Balance on hand March 31, 2025\$14,384.01

SUMMARY:

TOTAL EDWARD JONES CONSERVATION PROJECTS FUND February 28, 2025\$2,271.36

Receipts: Interest –March\$6.46

Expenditures: None

Balance on hand March 31, 2025\$2,277.82

TOTAL FUNDS IN SHORE UNITED MONEY MARKET ACCT February 28, 2025.....\$3,757.03

Receipts: Interest earned March\$32

Expenditures: None

Balance on hand March 31, 2025 \$3,757.35

TOTAL FUNDS IN SHORE UNITED BANK CHECKING ACCOUNT March 31, 2025 \$128,226.94

TOTAL FUNDS ON HAND March 31, 2025 (FY25) **\$134,262.11**

EDWARD JONES “INVESTMENT FUND” (from March statement)

Beginning value of assets January 31, 2025\$1,278,571.90

Approximate value of assets March 2025.....\$1,247,848.23

Interest earned in March 2025\$3,613.75

2025 Interest earned to date\$7,898.42

Change in value for this month.....(-\$44,490.07)

Change in value for this year(-\$30,773.67)

**STATUS OF EQUIPMENT RENTALS
MARCH 2025**

Cooperator	Location	Equipment	Days	Acres	Balance Outstanding	Received
Pitcher, Jerry	St. Leonard	7ft No-till Drill	1	15	130	-
Bowen, Donnie	Prince Frederick	7ft No-till Drill	1	7	74	-
Gott, Timmy	St. Leonard	7ft No-till Drill	2	18	176	-

- The 10ft John Deere No-till Drill is under maintenance and out of order until further notice.
- New Fence Post Driver (Extreme) will be housed and maintained at JR Cosgrove/Horsmon Farm.

MANAGER'S REPORT TO THE BOARD OF SUPERVISORS
March 2025

- 03/03: Meeting with Glenn G regarding potential and current District Projects. Prince Frederick Villas SWM facility site visit.
- 03/10: District Workload Meeting. Board of Supervisors meeting.
- 03/11: Met with Federal NRCS representative regarding USDA relocation during the office move. Site visit with MDA staff for Conservation Plan signature.
- 03/12: Department Head Meeting - CCG
- 03/13: SoMD RC&D Meeting
- 03/17: SCD Staff Meeting
- 03/18: Meeting with Landlord – Brian Ritter regarding furniture prior to Administration Building move.
- 03/19: Department Head Meeting – CCG, Grading Permit Process meeting with P&Z, TS, DPW. Cove Point Natural Heritage Trust Meeting.
- 03/20: SSCC Meeting. Annual Calvert SCD Dinner.
- 03/25: MASCD Board meeting with Chairman.
- 03/27: Calvert County Noxious Weed Committee meeting, Pond triage site visit Old Silo Farm.
- 03/31: MDE meeting re: Jefferson Patterson Park Phase V shoreline restoration.

District Project Updates:

- Cage Farm Wetlands – **Received field data sheet/Wetland reports from Phil King – USDA on 03/28/25. Reports sent to USACE on 03/28/25.**
- JPPM Phase 5 – **Meeting had on 03/31 with JPP, DGS, and MDE staff.**
- Breezy Point Shoreline – **Vegetative planting monitoring underway.**
- Assistant District Manager – Initial selected applicant is working through salary discussions with CCHR. **Same status.**

Respectfully submitted,



Jason Leavitt
District Manager

STAFF MEETING MINUTES

Monday, March 17, 2025

The meeting was called to order by Jason Leavitt at 2:30 p.m. in the conference room located at 489 Main Street, Suite 101, Prince Frederick, MD 20678.

Also, in attendance: Jason, Chase, Jack, Dean, Kane, Rebecca, Broderick, Jamare'e, Taylor, Ryan, Ashley

The following topics were discussed:

- Safety:
 - As spring warms up, be aware of snakes, camouflaged in tree and plant debris, and other critters that may be emerging. Specimens of concern: Copperheads, ticks, black widows, etc. Express extreme caution when in the field. There are First Aid boxes in each vehicle. Cover your body accordingly.
 - When on a construction site, if machinery is operating, you must wear a hard hat. Regardless, you must always have on a safety vest.
 - For work on the sides of a road, place out cones, road signs and amber lights for maximum safety and visuals.
- Jason:
 - CAB Updates – move in estimated at the end of June. Will work out a time and date for a tour.
 - No time off expected.
 - Dinner on March 20.
 - April 21st 2:30 p.m. next staff meeting.
 - Workload meeting is April 14 at 1:00 p.m.
- Chase:
 - Will be off on April 11.
- Jack:
 - No time off expected.
- Dean
 - No time off expected.
- Kane:
 - No time off expected.
- Broderick:
 - Will be taking off this Thursday or Friday, will let us know.
- Ashley:
 - Closed April 18 for Good Friday.
 - 3/19: 12:30 p.m. on Wednesday. Volunteers include:
 - Ashley, Dean, Ryan, Jamare'e, Kane, Broderick, Rebecca
 - 3/20: 5:00 p.m. staff arrive at Fairgrounds.
 - 5:30 p.m. doors
 - 6:00 p.m. dinner

- End +/- 8:00 p.m.
 - IF we need to pick up more stuff, it will be 8:00 a.m. on 3/21 Friday.
- Jamare'e
 - Taking off on April 24 and 25.
- Taylor
 - No time off expected but will be out tomorrow morning - getting lincpass renewed.
- Ryan:
 - Multiple upcoming surveys, reach out to assist/learn.
 - Tree removal at Cage Farm to take place next week, possibly Tuesday, 3/25. Need volunteers.
 - Adding a new member to his family approximately August 17!

Having no further business to discuss, the meeting was adjourned at 2:47 p.m.

The next staff meeting will be 2:30 p.m. on April 21, 2025. If anything changes, you will receive an email with the update.

Respectfully submitted,

Ashley E. Brown
Ashley E. Brown
District Secretary