

Kent Soil and Water Conservation District
Draft Board of Supervisors Meeting Minutes
November 20th, 2025

The regular monthly meeting of the Kent Soil and Water Conservation District Board of Supervisors was held on Thursday, November 20th, 2025, at 7:00 p.m. in the Kent Co. USDA Service Center conference room.

The following individuals were present at the meeting Charlie Miller, Chair, Tim Redman, Treasurer, Bill Langenfelder, Board Supervisor, Frank Barnes Jr., Board Supervisor, Dwayne Joseph, UME Ag. Educator, Alice Mason, Associate Supervisor, Jim Miller, Associate Supervisor, Corrie Hopkins, Associate Supervisor, Sean Jones, Associate Supervisor, Nancy Metcalf, District Conservationist, and Robert Baldwin, District Manager.

I. The meeting was called to order at 7:00 p.m. by Chair, Charlie Miller

II. Review and Approval of Board Meeting Minutes of the October 20th, 2025, meeting.

A motion was made to approve the minutes as presented from October 20th, 2025, meeting as presented by Tim Redman, Bill Langenfelder seconded the motion. The motion passed

III. Plan of Work

There was a brief discussion of the Plan of Work for the months of November and December 2025. Robert reviewed some of the highlights including adjustments that he will make to the proposed 2026 Plan of Work

IV. Financial Statements, Bills and Cash Management

Robert reviewed the reserves, budget sheets, bills, and reviewed the present cash management details. There was a discussion on how to reinvest a maturing CD. **A motion was made by Tim Redman to accept the financial statements, pay the bills, and make the agreed cash management transactions; Frank Barnes Jr. seconded the motion. The motion passed.**

V. Erosion and Sediment Control Program

Robert reviewed the Erosion and Sediment Control Plans that had been submitted for the month. He said that the month had been slow for the first two weeks but was picking up again. Robert stated that more Solar projects are in works and should start showing up for approval in the coming months.

VI. Supervisor Activities

Charlie Miller attended the November District Staff Meeting.

VII. Extension Report

Dwayne discussed the upcoming Kent County Extension Winter Ag. Mtg., being held at Chester River Yacht and Country Club on 12/10/2025. After a short discussion on the need to make the motion to Sponsor the event, Robert stated that he will include this as a line item in next year's budget, so it won't have to be approved again. **A motion was made to sponsor the upcoming Kent County Extension Winter Ag. meeting by Tim Redman, Bill Langenfelder seconded the motion. The motion passed.**

VIII. Conservation Plans & Field Work

The field report was included in the Board Packet.

IX. NRCS Report

Nancy handed out a written report and discussed all the bullet points that were outlined in the report.

X. District Managers Report

Morgan Creek Solar Update – Robert did a slide show of pictures that he had taken of the various E & S practices installed on this project in accordance with the approved plan. He said that things looked good when he was out there but is concerned about the primary entrance to the site and the contractor's ability to keep the road (MD Rt. 291) clean during the winter months. He will keep in touch with the County inspectors on a regular basis on this site.

2025 Cooperator of the Year Change of Venue and Selection – Robert and Brooke visited Jones Farm Station to determine if this location would be suitable for the upcoming Cooperators Dinner in April of 2026. Robert stated that we would have to limit the ticket sales this year to see how the event "flows" but that it has many positive attributes including full HVAC in the main room, ample parking and plenty of auxiliary space for the Raw Bar, Beverage Bar and Silent Auction. The Board agreed to move the event to Jones Farm Station and tentatively named a Cooperator of the Year pending their acceptance of the award.

"New" District Truck – Parked in front of the office was the 2016 F-250 4x4 pickup truck that was donated to the District by the Kent County Commissioners. Robert had the truck cleaned up, is taking it for inspection on November 25th and will get it tagged and insured after that. The truck will primarily be used for pulling the two-axle trailer that is set up for prescribed burning of warm season grasses on land enrolled in CRP/CREP.

District Manager Position Update – Robert shared that he had a discussion with Hans Schmidt, MDA about the State DM position. Hans had assured him that it would happen but would take longer to get the required approvals. Robert stated that he is willing to continue in the District DM position until the transition to the State position is complete and the incumbent is fully on-boarded.

Meeting with Dr. Chelsea Peters, Washington College – Robert discussed a meeting the Jenny, Sam and Robert had with Dr. Chelsea Peters and potentially helping KSWCD with the Upper Shore Envirothon and some of our education. (An email exchange of the proposal from Washington College was included in the Board Packet). They are going to apply for a grant and are looking for KSWCD to send a letter of support on this grant. The Board agreed this is something that they could support.

XI. New Business/District Activities Report – The following reports and meetings were discussed.

MASCD Monthly Report- Was included in the Board Packet

MDA Monthly Report – Was included in the Board Packet.

KSWCD Holiday Party – Will be 12/5/2025 @ Fish Whistle

Cecil SCD Cooperators Dinner – January 19, 2026 (Jim Miller and Charlie Miller want tickets)

Taste of Maryland Agriculture - Live! Casino & Hotel Maryland, 2/5/2026

NACD Annual Meeting - San Antonio, TX Feb 14-19, 2026

Robert stated that if anyone wants to attend any of the upcoming events as outlined above to please let him know and he will make the necessary arrangements.

XII. Old Business

There was none.

XIII. Closed Session

Statutory authority to close session General Provision Art. § 3-305(b) (1) This exception allows a public body to close a meeting to discuss various personnel actions with regard to, or the evaluation of, “an appointee, employee, or official over whom it has jurisdiction” or “any other personnel matter that affects one or more specific individuals.”

A motion was made by Frank Barnes Jr, to go into closed session; Bill Langenfelder seconded the motion. The motion passed.

A motion was made by Bill Langenfelder to come out of closed session; Frank Barnes Jr. seconded the motion. The motion passed.

There was an update with the Board on an ongoing personnel issue with a former employee of the District.

XIV. Adjourn

A motion was made by Tim Redman. to adjourn the meeting; Bill Langenfelder seconded the motion. The motion passed.

The meeting was adjourned at approximately 8:20 p.m.

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The next scheduled meeting of the Kent Soil and Water Conservation District Board of Supervisors will be on Thursday, December 18th, 2025 @ 12:00 noon. Lunch will be available at 11:30 a.m.

Respectfully Submitted

Robert Baldwin