Kent Soil and Water Conservation District
Board of Supervisors Meeting Minutes
September 17th, 2026

The regular monthly meeting of the Kent Soil and Water Conservation District Board of Supervisors was held on Thursday September 17th, 2026, at 7:00 a.m. in the Kent Co. USDA Service Center conference room.

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

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

II. Review and Approval of Board Meeting Minutes of August 19th, 2026, meeting.

A motion was made to approve the minutes of August 19th, 2026, meeting as presented by Frank Barnes Jr.; Bill Langenfelder seconded the motion. The motion passed.

III. Plan of Work

Included in the Board Packet was the Plan of Work for September and October. Robert reviewed some of the upcoming program dates of significance as well as some routine program reviews that occur during September and October.

IV. Financial Statements, Bills and Cash Management

Robert reviewed the reserves, budget sheets, bills, and reviewed the current cash management details. He also touched on the Draft KSWCD Investment Policy that he has been working on with the State Treasurers office. He stated that he will discuss this at greater length later in the meeting.

A motion was made by Tim Redman to accept the financial statements and to pay the bills; Bill Langenfelder seconded the motion. The motion passed.

V. Erosion and Sediment Control Program

The E & S report was included in the Board Packet. Robert discussed the current workload of the Sediment Control program. Robert said that he was finally caught up after a very busy couple of months. Robert also said that several more Solar projects are in the works and will be coming our way for review soon.

VI. Supervisor Activities

Charlie Miller and Frank Barnes Jr. attended the MASCD Annual Meeting.
Charlie Miller, Jim Miller and Tim Redman attended Queen Anne's SCD Cooperators Dinner
Charlie Miller attended the September Staff Meeting.

VII. Extension Report

Dwayne discussed the recent Cover Crop Showcase event that was held at Webb Johnson's farm. He said that there were about 100 people in attendance and that it was a very good event. Dwayne also shared that Kent County has a new Family and Consumer Science (FCS) educator, her name is Allison Howell and her office is in Elkton. Dwayne also reported that the Plant Diagnostic Lab at the University of MD, College Park is staffed again and accepting plant materials for diagnosis. Dr. Ana Cristina Fulladolsa is the new Director of the lab.

VIII. Conservation Plans & Field Work

The field work report was included in the Board Packet. The field staff have been very busy. Lance and Robert made some remarks about some of the activities. Everyone is now used to using Smartsheet for tracking all their work.

IX. NRCS Report

Lance Bigelow, Soil Conservationist, gave the report and discussed the following items.

- Update on the Critical Vacancy hiring process, it is currently on hold until 10/2/2026
- The RC&D agreement that supports the Program Support Specialist that is shared between Kent and Queen Anne's districts.
- Sherri DeGraphenreed will be returning to her position as Assistant State Conservationist for Programs at the State Office and we will get another Acting Assistant State Conservationist for Field Operations
- NRCS has obligated $2.9M in the EQIP program and $720K in the CSP program in Kent County this year. FY27 Program application Deadline is November 13th.
- Two air quality evaluations have been conducted in the last two weeks; results should be available in the next week or so.

X. District Managers Report

- **KSWCD Investment Policy Update -** Robert discussed the progress that he has made on the proposed policy with the State Treasurers office. Keith Morris at the State Treasurers office has been very helpful. Robert hopes to have a final Investment Policy for the Board to review and approve at the October board meeting.

- **Position Descriptions for Program Support Specialist (PSS) positions –** Included in the Board Packet were two different job descriptions for the PSS positions, one for an administrative track and one for a technical track for the Boards review. Robert explained the difference between the two and which incumbent is in each position.

A motion was made by Tim Redman to approve the PSS positions descriptions as presented; Lewis McDonald seconded the motion. The motion passed.

- **Board Meeting Times –** Robert and Charlie stated that Loretta Collins has suggested that KSWCD move its Board Meeting as it conflicts with the State Soil Conservation Committees monthly meeting. An email string on this issue was included in the Board Packet.

A motion was made by Tim Redman to move the Board Meeting to the 4th Thursday of the Month at 7:00 a.m. effective January 2027; Bill Langenfelder seconded the motion. The motion passed.

- **Cooperator of the Year –** Robert stated that he solicited for names as potential 2026 Cooperator of the Year at the September staff meeting. Two names were discussed and short write-ups were included in the Board Packet for the Boards consideration. The Board asked for additional information on one of the people being presented to them in the October Board Meeting.

- **Employee Appreciation Event –** Robert stated that this year's event would be on 9/25/2026 and the Supervisors are welcome. Chris Myers has volunteered to catch the crabs this year and take the new staff members crabbing with him, weather depending. If the weather or crabs don't cooperate, Robert asked if the Board would provide crabs again this year? The Board agreed to this.

- **Maryland Ag. Commission Tour –** This years Maryland Ag. Commission Tour is being held in Kent and Queen Anne's counties. They will be visiting two farms in each County. They will be visiting Red Acres Farm in Worton and Jones Dairy Farm in Massey. There will be a lunch served at Jones Farm Station at Noon, the District Supervisors have been invited, just need to let Robert know who will be attending.

XI. New Business/District Activities Report

Maryland Farm and Harvest – A request from MASCD was received to sponsor the MPT Maryland Farm and Harvest program again, the request this year is $650 per District.
A motion was made by Bill Langenfelder to contribute $650 toward supporting MASCD sponsoring the MPT Maryland Farm and Harvest program; Frank Barnes Jr. seconded the motion. The motion passed.

MASCD Monthly Report – The monthly report was included in the board packet.

Upcoming Events – Robert discussed the following upcoming events. Please let Robert know if you would like to attend any of these so he can make the appropriate reservations.

- Harford Cooperators Dinner, October 23rd, 2026
- MASCD Bd. of Directors Mtg., MDA Annapolis, October 28th, 2026
- Christmas Party, Fish Whistle, December 4th, 2026
- MASCD Winter Meeting, The Westin Annapolis, February 16 & 17, 2027

XII. Old Business

None

XIII. Adjourn

A motion was made by Frank Barnes Jr. to adjourn the meeting; Lewis McDonald seconded the motion. The motion passed.

The meeting was adjourned at approximately 8:10 a.m.

The next scheduled meeting of the Kent Soil and Water Conservation District Board of Supervisors will be on *Thursday, October 15th, 2026 @ 7:00 a.m.* Breakfast will be available at 6:30 a.m.

Respectfully Submitted

Robert Baldwin

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Robert Baldwin