

Robert E. Lee Soil & Water Conservation District

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Board of Directors Regular Meeting Minutes

The Spring House Restaurant

9789 Richmond Hwy

Lynchburg, VA 24504

September 24, 2020 – 6:00 p.m.

Directors:

(Present) Brandon Schmitt, Vice Chairman
 Doug Perrow, Treasurer
 Karen Angulo
 Chad Barrett
 Charles Smith

Directors:

(Absent) Brandon Payne
 Jeff Floyd, Chairman
 Bruce Jones

Staff/Partners:

(Present) Jonathan Wooldridge, RELSWCD District Manager/Sr. Ag BMP Cons. Spec.
 Kyle Bolt, RELSWCD Ag BMP Conservation Technician
 Hannah Tillotson, Conservation Education Specialist Report
 Cindy Miller, RELSWCD Office Administrator
 Mark Hollberg, DCR Conservation District Coordinator
 Don Yancey, NRCS District Conservationist

Others:

Joetricia Humbles
Nancy Jo Billings

Call to order: The regular meeting of the Robert E. Lee Soil and Water Conservation District Board of Directors was called to order September 24, 2020, at 6:03 p.m., by Brandon Schmitt, Vice Chairman, at The Spring House Restaurant, 9789 Richmond Hwy, Lynchburg, Virginia.

Acknowledgement of Guests: Joetricia Humbles and Nancy Jo Billings

Adopting the Agenda: Brandon Schmitt, Vice Chairman, asked if there were any changes to the agenda. There being none, **motion was made to approve the agenda as presented. (Perrow, Smith, passed 5-0)**

Reading and Approving the August 27, 2020 Minutes: Brandon Schmitt, Vice Chairman, asked if there were any corrections to the minutes (copy filed with the minutes). There being none, the August 27, 2020 minutes were approved as read. **(Angulo, Chad passed 5-0)**

REPORT OF OFFICERS/PARTNERS/STAFF

1-Treasurer's Report August 2020 – Doug Perrow Treasurer, gave the report (copy filed with minutes). All bank statements were reconciled to the respective ledgers and QuickBooks program. Presented Budget to Actual Expense report. The August Treasurer's report will be filed in the District Office.

2-DCR Conservation District Coordinator Report - Mark Hollberg, CDC, gave the September report (copy filed with minutes).

- Quarterly reports are due October 15th.
- The Library of Virginia will have a new electronic records destruction certification process scheduled to go live 11/16/2020.
- Extension Agent Appointment: Appointments expire 12/31/2020
- Clean Water Farm Grand Basin Award nominations are due 11/1/20
- District Ag Stewardship Act Policy: report changes are no changes to Darrell Marshall (VDACS).
- VACS: Do not provide tax advice, refer the producer to their tax adviser.
- Virtual Training Blitz: Virtual training blitz this fall, watch for the email update.

Dates:

>**September 15,** 1 PM: TAC's Streambank Protection & Forestry subcommittee meeting (virtual)

>**September 23, 10:00 AM:** Va Soil & Water Conservation Board - virtual meeting, details to come

>**September 25,** Chesapeake Bay Restoration Fund Grant (license plate grant) Applications due; \$315,000 available

>**September 29, 10:00 AM:** VASWCD Board of Directors - virtual meeting, details to come

>**September 30:** FY20 Annual Report due to CDC

>**December 7:** VASWCD – virtual meeting, details to come from the Association

3-USDA Natural Resources Conservation Service Report - Don Yancey, District Conservationist, gave the September report (copy filed with minutes)

- EQIQ pre-approved EQIP applications for FY 20 have been obligated and are active contracts.
- CRP/GRP/WRP No changes.
- CSP – Conservation Stewardship Program Letters have been sent to producers who qualify for the CSP-GCI program in our area. They have until October 18, 2020 to respond.
- Conservation Practices to be approved: ID #CAMT686 and ID #CAMT10005 SWCD SL-6 projects. **(Perrow, Barrett approve 5/0)**
- Review MOU/Board Diversity with SWCD/Board
- Outreach, Training and Upcoming Events: continues virtual due to Covid

4-Virginia Department of Forestry Report – Rick Butler, Appomattox Forester – written report provided.

- General Assemble allocated more cost share funding.
- Training conducted by James River Program at the State Farm Prison in Powhatan and Goochland counties on erosion control.

- 15 personnel are out of state assisting on fires out west.

5-Virginia Cooperative Extension Report – Bruce Jones, Appomattox VCE Agent - oral report given by Jonathan Wooldridge(copy filed with minutes)

- The City of Lynchburg Extension Agent position has been filled part time by Ms. Kelsey Lawback.
- A soybean field day will be held in Halifax and Charlotte Counties. I am excited that our soybean disease specialist, insect specialist and agronomist will be attending.
- I assisted with the State 4-H Shooting contest held at Holiday Lake earlier this month.
- Private Pesticide Applicator recertification meetings are being planned for the winter. I am the area coordinator for a virtual recertification option developed by the Virginia Tech Office of Pesticide Programs.
- Mrs. Sonya Furgurson Central District Extension Directed approved the reappointment as a Director for the Robert E, Lee SWCD.

Motion was made by Robert E Lee Soil & Water Conservation District to reappoint Bruce Jones as the Ext. Agent appointee (Perrow, Barrett approved 5/0)

6-RELSWCD District Manager/Sr. Ag BMP Conservation Specialist Report: Jonathan Wooldridge gave the September report (copy filed with minutes).

- Three large livestock exclusion practices are working on projects packets. Working on materials and information needed for DCR Engineering for Three Ag Waste Structures. Working on Nutrient Management Plans for producers
- **Practices and Conservation Plans for Board Approval:**

Contract #	Instance#	Watershed/ County	Est Cost	C/S AMT	Comp Date	Fund	Practice
10-21-0005	402438	OCB/CAM	\$12,800.00	\$9,600.00 Tax Credit \$800.00	June 30, 2021	PY21 VACS OCB	SL-7 (Smith, Barrett approved 5/0)
10-21-0014	418460	OCB/AP	\$25,915.00	\$27,339.25 Buffer Payment \$1,424.25	June 30, 2021	PY21 VACS OCB	SL-6W (Barrett, Smith approved 5/0)

- **Watershed Dams:** Watershed dams are doing well and in good shape. Checking on the dams as the rainfall events happen.
- **BMP Spot Checks** September 23-24, 2020. Amherst (1), Appomattox (5), Campbell (2)
- **Clean Water Farm Awards:**
Hix Bros Dairy. Appomattox Co. CB
George Jones. Campbell Co. OCB
(Barrett, Angulo approved 5/0).

Training events provided.

7-RELSWCD Ag BMP Conservation Technician Report – Kyle Bolt gave the September report (copy filed with minutes).

- Practices Paid–

<u>Contract#</u>	<u>Prac</u>	<u>Co.</u>	<u>C/S</u>	<u>Fund</u>	<u>Date</u>
10-15-0071	SL-6	Camp.	\$43,626	2015 OCB VACS	9/2/20
- PY21 OCB Cost Share Practice Applications-
 - Three applications (1 FR-1, 2 SL-6W) ranked for cost share applications.
 - Conservation plans and cost estimates updated.
 - One new farm visit.
- C/S Projects Contracted-
 - Currently twelve SL-6/SL-6W contracts (15 instances) approved.
 - Ongoing farm visits, conservation plans, construction designs, measuring and inspecting completed practices, practice as-built updates.

Training Events provided.

8-RELSWCD Office Administrator Report – Cindy Miller gave the September report (copy filed with minutes).

- Distributed the approved minutes from the July 2020 Board of Directors meeting.
- Draft minutes for the August 27, 2020 RELSWCD Board of Directors meeting were prepared and distributed for review.
- Prepared the August Treasurer’s and Budget reports and forwarded them to Doug Perrow Treasurer.
- Reconciled the bank statements (3), checkbook, QBs, ledgers and multi-funded account balances were updated.
- Ran the Budget to Actual Expense report monthly and year to date and reviewed for errors.
- Payroll summary (monthly) and general ledger for the month reviewed for accuracy.
- Processed the Monthly payroll, taxes, and retirement.
- Prepared the draft agenda for the September 24, 2020 regular Board of Directors meeting..
- Had phone and fax lines switched to new provider Shentel
- Audited Sharp Copier bill and requested adjustment.
- Assisted Hannah with old photos.

Training Events Provided

REMINDERS:

- The next regular meeting of the RELSWCD Board of Directors is scheduled for the fourth Thursday, October 22, 2020. / **New Directors to come in at 4:30-5:30 for training.**
- Please remember to complete your mileage voucher in your meeting packet

District Office Closed Dates: October 12, 2020 Columbus Day/ Yorktown Victory Day.

9-RELSWCD Conservation Education Specialist Report – Hannah Tillotson
Meetings/Conferences

- September 11, DEI Committee meeting
- September 15, DEI Training (Part of Graves Mountain Virtual)
- September 16, Webinar: How Virginia Protects Its Waterways
- September 18, Middle James Round Table

Office Work

- Finished work on photographs
- Mailed out Annual Reports

Programs

September 23	Blue Ridge Montesorri School	The Incredible Journey	19

Upcoming

- October 1, SWCD Staff Envirothon Zoom Meeting

10. Timberlake TWID- Doug Perrow oral report

Board updated from State Board meeting that the following request have been approved.

Motion 1: Motion made to accept the resignation of Timberlake WID Trustee Everett Chadbourne and approve the nomination of Robert Spottswood Lockridge, Jr. MD. as a Timberlake Trustee per Section 10.1-623 Code of Virginia. State Board approved.

Motion 2: Motion made to approve the Timberlake WID FY21 Budget estimate and they type of Timberlake WID indebtedness per Section 10.1-626 and Section 10.1-630 Code of Virginia. State Board approved pending Permit approval, DEQ approval and Loan Approval

REPORT OF COMMITTEES- None

UNFINISHED BUSINESS - None

NEW BUSINESS- None

ANNOUNCEMENTS –None

ADJOURNMENT - The Vice Chairman adjourned the meeting at 6:50 p.m. **(Barrett, Angulo approved 5/0)**

Jeff Floyd, Chairman

Cindy Miller, Office Administrator