

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
August 26, 2021 – 6:00 p.m.

Directors: Jeff Floyd, Chairman
(Present) Chad Barrett, Assistant Treasurer
Bruce Jones
Joetricia Humbles
Karen Angulo
Brandon Schmitt
Brandon Payne
Charles Smith

Directors: Doug Perrow, Treasurer
(Absent)

Staff/Partners: Jonathan Wooldridge, RELSWCD District Manager/Sr. Ag BMP Cons. Spec.
(Present) Cindy Miller, RELSWCD Office Administrator
Mark Hollberg, DCR Conservation District Coordinator

Others:

Call to order: The regular meeting of the Robert E. Lee Soil and Water Conservation District Board of Directors was called to order August 26, 2021, at 6:04 p.m., by Jeff Floyd, Chairman, at The Spring House Restaurant, 9789 Richmond Hwy, Lynchburg, Virginia.

Acknowledgement of Guests: None

Adopting the Agenda: Jeff Floyd, Chairman, asked if there were any changes to the agenda. Motion was made to approve the agenda as presented. (Schmitt, Payne passed 8/0)

Reading and approving the July 22, 2021 Minutes: Jeff Floyd, Chairman, asked if there were any corrections to the minutes (copy filed with the minutes). Motion was made to approve the minutes as presented. (Schmitt, Barrett passed 8/0)

REPORT OF OFFICERS/PARTNERS/STAFF

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

Administration:

DCR and the Association are offering Beginner QuickBooks training virtually Aug 3 & 5 and Advanced QuickBooks Sept 21 & 23 Advanced QuickBooks. If the SWCD staff with financial responsibilities attends one of the four sessions, the required grant deliverable will be met for FY22.

Summer To-Do List:

- > FY21 Annual Plan of Work (board approval required), include partnership statement
- > Dedicate unobligated reserves greater than six months routine operating expense (board approval required) - see page 14 of the Desktop Procedures
- > Review/update Fixed Assets Inventory – see page 28 of the Desktop Procedures
- > FY21 Annual Report include “partnership acknowledgement” statement (due to CDC Sept. 30)
- > 12/31/21 End of Year verifications - initial field work to be documented in tracking by Sept. 1

VA Ag Cost Share:

Thank you to SWCD staff for your efforts in correcting buffer data for BMPs paid in FY21. The difference will be significant and meaningful in the Bay model. DCR will continue to work with Bay districts this month to review buffer data for contracts paid in FY19 and 20.

Record VACS funding heightens the need to spread the conservation word near and far. As such, DCR has updated all six of the agency's VACS Program fliers posted at:

<https://www.dcr.virginia.gov/soil-and-water/cmwarehouse>

Subcommittees of the Ag BMP Technical Advisory Committee have started to meet and the TAC intends to have its work completed by December 1, 2021. Meeting notices on Town Hall.

Miscellaneous

Don't forget to recognize local Clean Water Farm Award winners. Grand Basin nominations are due to the appropriate CDC by October 1. Shenandoah Basin nominations go to me.

DCR Staff News: Russ Baxter retired and Mr. Darryl Glover has accepted the position of Deputy Director of Soil and Water Conservation, Dam Safety and Flood Prevention! Recruitment for the next Director for the Division of Soil and Water Conservation is underway.

Signed FY21 Administrative and Operational Support Grant Agreement and Cost-Share and Technical Assistance Grant Agreements were reviewed and a signed copy is on file.

3-USDA Natural Resources Conservation Service Report – Jonathan Lipinski, NRCS Dist. Cons-written report provided (copy filed with minutes)

Staffing

District Conservationist job has posted and was open for five days

Programs

Environmental Quality Incentives Program (EQIP)

We are continuing to work on a few applications that were pre-approved for funding this spring. Practice installation continues on several existing contracts from previous years.

CRP/GRP/WRP

No changes or updates, we are working with DOF and FSA to check the status of the FY 2022 renewals.

Conservation Stewardship Program (CSP)

We are working a few CSP application that got picked up.

Outreach, Training and Upcoming Events

Nothing significant to report at this time.

4-Virginia Department of Forestry Report – Rick Butler, Appomattox Forester –written report provided (copy filed with minutes)

1. Sixty-One tracts for 3211 acres were harvested in Appomattox County. Private Industry harvested 1183 acres and thinned 245 acres. Total Harvests for private individuals totaled 1682 acres with 22 tracts for 887 acres being reforested. It can be a little confusing as some tracts harvested this year will be reforested next year because of site preparation requirements. There were 6 tracts of open land planted under the James River watershed program totaling 66 acres.
2. We only had 3 wildfires as one occurred recently due to lightning. This can be attributed to the wet weather and excellent fire prevention.
3. Smokey programs are normally presented in the primary school but due to Covid they were not allowed to be done. Forestry classes done in Middle and High Schools.
4. Water Quality is a top priority and no violations occurred out of 61 inspections. We should complement the loggers for making this happen.
5. The Town of Appomattox celebrated its ninth year of being a Tree City U.S.A. member

5-Virginia Cooperative Extension Report – Bruce Jones, Appomattox VCE Agent - oral report.

Central VA Farm Tours will be on Monday September 6th. Bruce thanked Robert E Lee for being a Sponsor. September 16, 2021 Extension will hold an outside event for Grain planting. Extension will participate in the following fairs: Amherst Co Fair October 21-24, 2021 and the Five County Fair the week of September 27, 2021.

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

Projects:

Been a busy month here at Robert E. Lee SWCD. Working on plans and designs for new projects. Monitoring progress on projects under construction. Also meeting new producers that are interested in our programs. Working on estimates and maps for new projects for the new program year. Helping out with soil testing. Advising on erosion issues. Working on Nutrient Management Plans for producers.

Practices and Conservation Plans for Board Approval:

Please see attached sheet

Watershed Dams:

Watershed dams are doing well and in good shape. Checking on the dams as the rainfall events happen. Billy Hall has finished the mowing and maintenance of the dams and has been paid.

Clean Water Farm Award Nominee:

Kinckle Robinson Appomattox County CB. Cattle Farmer

Motion made to approve Kinckle Robinson for the Clean Water Farm Award. (Payne, Schmitt, 8/0)

Spot Checks:

September 21-23 2021

<u>Contract</u>	<u>Instance</u>	<u>Co.</u>	<u>Est. Cost</u>	<u>CS amt.</u>	<u>Comp/Date</u>	<u>Funding Source</u>	<u>Practice</u>
10-22-0001	453060	AP/CB	\$79,875.00	\$89,523.00 Includes: \$9,648.00 Buffer Payment	June 30, 2022	PY22 CB VACS	SL-6W
10-22-0002	456898	CAM/OCB	\$5,040.00	\$5,040.00	June 30, 2022	PY22 OCB VACS	SL-8B
10-22-0003	456899	CAM/ OCB	\$42,169.50	\$42,169.50	June 30, 2022	PY22 OCB VACS	SL-8B
10-22-0004	457076	AP/OCB	\$10,636.50	\$10,636.50	June 30, 2022	PY22 OCB VACS	SL-8B
10-22-0005	457077	AP/OCB	\$1,221.60	\$1,221.60	June 30, 2022	PY22 OCB VACS	SL-8H
10-22-0006	457078	AP/OCB	\$18,875.00	\$18,875.00	June 30, 2022	PY22 OCB VACS	SL-8B
10-22-0007	457090	CAM/OCB	\$32,125.00	\$34,609.00 Includes: \$2,484.00 Buffer payment	June 30, 2022	PY22 OCB VACS	SL-6W
10-22-0008	457092	CAM/OCB	\$111,912.50	\$118,800.50 Includes: \$6,888.00 Buffer Payment	June 30, 2022	PY22 OCB VACS	SL-6W
10-22-0009	457097	AP/CB	\$40,538.00	\$40,538.00	June 30, 2022	PY22 CB VACS	SL-8B
10-22-0010	457099	AP/OCB	\$17,535.00	\$17,535.00	June 30, 2022	PY22 OCB VACS	SL-8B

10-22-0011	457101	CAM/OCB	\$18,748.00	\$18,748.00	June 30, 2022	PY22 OCB VACS	SL-8B
10-22-0012	457105	CAM/OCB	\$15,000.00	\$11,250.00 Tax Credit: \$937.50	June 30, 2022	PY22 OCB VACS	SL-7
10-22-0013	457110	CAM/OCB	\$4,325.00	\$4,325.00	June 30, 2022	PY22 OCB VACS	SL-8B
10-22-0014	457116	AM/CB	\$64,250.00	\$67,010.00 Includes: \$2,760.00 Buffer Payment	June 30, 2022	PY22 CB VACS	SL-6W
10-22-0015	457120	AP/OCB	\$41,010.00	\$41,010.00	June 30, 2022	PY22 OCB VACS	SL-8B
10-22-0016	457221	AP/CB	\$5,371.50	\$5,371.50	June 30, 2022	PY22 CB VACS	SL-8B

Jonathan Wooldridge and Bruce Jones stepped out for vote at 6:23pm

Motion was made to approve all 16 practices. (Schmitt, Smith passed 8/0).

Jonathan Wooldridge and Bruce Jones stepped back in to meeting at 6:24 pm.

Training information is on file.

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

Regular monthly duties are kept up to date.

- Completed draft Annual report for review.
- Collected and Distributed Director applications to Directors for review.
- Set up meeting for the Nominating Committee.
- Worked on contact list for outreach – updating emails and current teacher names.
- Prepared Orientation packet for new hire.
- Worked with Stephanie on her orientation.

Motion: Request: to approve Annual report for production and distribution. (Schmitt, Jones approved 8/0).

Motion: Request a retro motion to approve a \$500 Sponsorship to the Central VA Farm Tour thru Extension. (Smith, Angulo approved 8/0).

Recognize Joetricia for her community work.

Outreach:

- Tabling Event completed at Campbell Co Library on July 31, 2021 – Over 200 people came by.
- August Library Outreach material provided – Raindrops keep falling on my head. Activity book.
- Poster contest promoted on Facebook, thru Schools and Libraries
- Facebook post made twice daily.
- Website updated.
- Provided District Extension offices with updated flyers for our programs.
- Received message from Grace Hill Daycare that they are open to visitors coming in to do activity for children
- Contacted Cub Scout Pack 7 of Lynchburg and Poster/ Scout Badge information communicated. They are considering letting us come do an activity- but no confirmation at this time.

Future Outreach

- Materials provided to Extension for Event hosted Sept 6th with our name promoted on materials for Extension Farm Tours event.
- September – Our Tabling Display will be set up at the Appomattox Library.
- September- Rustburg Library Homeschool meet up set for 9/1, 9/15 and 9/29 2:30 to 3:30, I am planning on attending at least one.
- October 9th- Tabling event at the Appomattox Railroad Festival.
- November- Our Tabling Display will be set up at the Appomattox Library.

Researching a Fall outreach activity for Preschools, Private Schools and Libraries for September.

Training information is on file.

9. Timberlake WID – written report provided by George Shrader. Verbal update given by Brandon Schmitt (copy filed with minutes).

Brandon stated that Doug Perrow and himself attend the Campbell Co Board of Supervisors meeting and along with Timberlake WID requested that VDOT do a study on the 460-Timberlake road by pass interchange run off.

Timberlake WID Trustee George Schrader made a PowerPoint presentation at the August 2, 2021 monthly meeting of the Campbell County Board of Supervisors on the matter of soil erosion and sedimentation entering the Timberlake

Watershed Improvement District from the 460 – Timberlake Road by-pass interchange. The presentation is attached

for the RELSWCD director's review. The presentation included details of the TWID's FY2021 conservation project to

remove sediment from Timberlake, and a 30+ year pictorial chronology of the continued build-up of sediment

pollution originating from the interchange and entering the Timberlake Watershed Improvement District. This

sediment pollution negatively impacts the TWID reservoir dam storm water management capacity, water quality,

fishery, wildlife, land owner recreational activities and real estate value. Campbell County Directors Doug Perrow and

Brandon Schmitt attended the meeting.

At this meeting, Mr. Schmitt, along with WID landowner DD Gillette had the opportunity to participate in a

impromptu meeting with Lynchburg VDOT District Management; Mr. Christopher Winstead, P.E. (District Engineer), and Mr. Robert Brown (Residency Administrator). At this meeting Mr. Winstead and Mr. Brown were receptive and expressed willingness for VDOT assistance in conducting a stormwater management impact study of the Timberlake Road by-pass interchange on Timberlake WID. The TWID Trustees are pursuing follow-up meetings with VDOT and RELSWCD's Campbell County Directors and report our progress back to the RELSWCD directors. **Presentation is on file.**

REPORT OF COMMITTEES-Nominating Committee

Recommendation to select Earl Dickerson as primary selection for the Appomattox Director Opening provided that there was not a conflict-of-Interest concern. Discuss with Mark Holberg the concerns. If so 2nd selection for the Appomattox Director position would be Bonnie Swanson.

Open Discussion of Nominees requested.

Motion to end discussion (Barrett, Schmitt 8/0)

Motion made to nominate Bonnie Swanson made (Barrett/ Humbles 4/4).

Motion made to nominate Earl Dickerson made (Schmitt, Smith denied 3/5)

Motion made to nominate Karin Robertson made (Angulo, Jones 4/4)

Motion made to nominate Bonnie Swanson made (Schmitt, Angulo passed 6/2)

UNFINISHED BUSINESS –Education Specialist position

Motion made to offer position to Allison Bellamy (Barrett/ Smith)

Open discussion began of possible other interested parties.

Smith rescinded his second on the vote to offer the open position to Allison Bellamy.

Board requested to peruse other candidates interested but do not readvertise position.

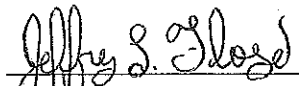
Request resume and state application and schedule personnel committee meeting prior to September Board of Directors meeting.


NEW BUSINESS- None

PUBLIC COMMENT - None

ANNOUNCEMENTS – None

ADJOURNMENT - The Chairman adjourned the meeting at 7:13 p.m. (Payne, Schmitt passed 8/0)


Jeff Lloyd, Chairman


Cindy Miller, Office Administrator