

Robert E. Lee Soil & Water Conservation District
7631-A Richmond Hwy.
Appomattox, VA 24522
Phone 434-352-2819 FAX 434-352-9405
www.releconservation.com

Approved

Board of Directors Regular Meeting Minutes
The Spring House Restaurant
9789 Richmond Hwy
Lynchburg, VA 24504
May 26, 2022 – 6:00 p.m.

Directors: Jeff Floyd, Chairman
(Present) Brandon Schmitt, Assistant Chairman
Doug Perrow, Treasurer
Chad Barrett, Assistant Treasurer
Joetricia Humbles
Bonnie Swanson
Brandon Payne
Karen Angulo

Directors: Charles Smith
(Absent) Bruce Jones

Staff/Partners: Jonathan Wooldridge, RELSWCD District Manager/Sr. Ag BMP Cons. Spec.
(Present) Mark Hollberg, CDC, DCR Conservation District Coordinator
Cindy Miller, RELSWCD Office Administrator
Lauran Campbell, RELSWCD Conservation Education Specialist
Kelly Burke, NRCS District Conservationist
Charles Falwell, Timberlake WID
J.Kim Steinhorst, Timberlake WID

Others: Ella Lewis and Family

Call to order: The regular meeting of the Robert E. Lee Soil and Water Conservation District Board of Directors was called to order May 26, 2022, at 6:01 p.m., by Jeff Floyd, Chairman, at The Spring House Restaurant, 9789 Richmond Hwy, Lynchburg, Virginia.

A Moment of Silence was requested by Brandon Payne for the victims and family of the Uvalde School Shooting and to Honor Memorial Day and all who have served.

Acknowledgement of Guests: Ella Lewis, Scholarship recipient and Family.

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

Reading and Approving of the April 28, 2022 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. Approved (Perrow, Schmitt passed 6/0).**
Angulo and Payne abstained from the vote due to they did not attend the April 2022 meeting.

REPORT OF OFFICERS/PARTNERS/STAFF

1-Treasurer's Report – April 2022 –Doug Perrow, Treasurer, gave the Treasurer's report (copy filed with minutes). Cost Share and Operation Savings bank statements were reconciled to the checkbook and QuickBooks program. The Operations Checkbook had a variance of \$3700.07 in March due to fraudulent activity, but funds were reimbursed by Truist Bank on May 12, 2022.

2-DCR Conservation District Coordinator Report - Mark Hollberg, CDC gave the May 2022 report. (Copy filed with minutes).

Administration:

Fourth quarter disbursement letters will be sent to SWCDs on May 11. Due on July 15 will be the fourth quarter Attachment E with QuickBooks cash balance and P&L **plus** End of Year (EOY) cash balance and carry over reports. The State budget for the upcoming fiscal year is still pending. So, the Virginia Soil & Water Conservation Board has yet to finalize district policies and funding. The State Board may have to cancel its May 18 meeting and reschedule it for June. District finance committees should prepare the Draft FY23 budgets for June approval. Review of Desk Top procedures need to be completed.

Every SWCD must have a FOIA Officer and a Record Retention Officer and appropriate training completed.

VA Ag Cost Share (VACS)

Notify Blair Gordon by May 13 of any structural bmps needing DCR approval prior to district action to carry over a third time into a 4th program year

Reminder: Under the current VACS Program, districts can only grant increased cost share for practices is due to "*site conditions unforeseen during the design of the practice*" such as dry well or hitting rock during construction where "*additional material expenses must be directly related to the unforeseen site condition*" (VACS Guidelines Pages II-31 and II-32). Inflation is not an "unforeseen site condition."

Reminder: State Resource Reviews are to be completed prior to district approval of bmps listed on pages II-20 and 21 in the VACS manual.

Ninety percent of a district's FY22 VACS allocations must be obligated by June 30 to receive a "Fully Satisfied" rating on its FY22 grant assessment.

3-USDA Natural Resources Conservation Service Report – Kelly Burke, NRCS District Conservationist gave the April 2022 report. (Copy filed with minutes)

Program Updates/ Deadlines

May 27, 2022	CSP Classic Ranking Deadline
May 27, 2022	Local Work Group Meeting Minutes due
June 3, 2022	EQIP-CIC Ranking Deadline
June 3, 2022	CSP Classic Preapproval Selections
July 8, 2022	2022 FSA Compliance Review Due
August 30, 2022	EQIP-CIC Obligation Deadline
September 16, 2022	CSP Classic Obligations
September 30, 2022	CRP contracts expiring Status Reviews Deadline

Environmental Quality Incentives Program (EQIP)

- EQIP Contracts: 23
- EQIP Applications: 28
- EQIP-CIC Applications: 3

Conservation Stewardship Program (CSP)

- Classic Contracts: 6
- Classic Applications: 7
- Renewals Applications: 9
- GCI Contracts: 28

Agricultural Conservation Easement Program ACEP

- See Attached ACEP Fact Sheet- on file

Conservation Reserve Program Conservation Reserve Enhancement Program CRP/CREP

- FY2022
 - Expiring Continuous CRP: 1
 - Expiring General CRP: 6
 - Expiring CREP: 15
- FY2023

- Expiring Continuous CRP: 0
- Expiring General CRP: 6
- Expiring CREP:12
- Conservation Technical Assistance
 - None at this time

Meetings and programs are on file. ACEP hand out is on file.
Working Group Minutes are on file.

4-Virginia Department of Forestry Report – Rick Butler, Appomattox Forester –No May report was provided.

5-Virginia Cooperative Extension Report – Bruce Jones, Appomattox VCE Agent – May 2022 report was provided (Copy filed with minutes).

1. The Central Virginia Livestock Show and Sale was held on Friday May 6 for Swine and Saturday May 7 for cattle, sheep and goats. We had 79 youth exhibitors and the animal sale value was approximately \$86,000. Youth additionally received \$2,103 in award monies for their performance in the show
2. Well Water (drinking water) testing Program – Collection on June 15 at Extension offices
 - a. Appomattox, Campbell, Amherst, Lynchburg and Bedford participating
 - b. \$60 fee
 - c. bacteria, lead, copper, arsenic, iron, manganese, pH, hardness, sodium, sulfate, fluoride, and nitrate will be measured
3. Central Virginia Farm Tour – June 26 – 1-6pm
4. In the process of planning a late summer field day focusing on precision agriculture and including a tour of grain variety trials. Host farm will likely be in Appomattox.
5. Southern Virginia Precision Agriculture and Farm Efficiency Grant – funded by the Virginia Tobacco Commission – Appomattox and Campbell counties included
 - a. Items covered include precision agriculture equipment, hay barns, vegetable focused equipment, etc.
 - b. 1/3 cost share program up to \$5,000 reimbursement
 - c. Applications began on May 16

6-RELSWCD District Manager/Sr. Ag BMP Conservation Specialist Report: Jonathan Wooldridge gave the May 2022 report (copy filed with minutes).

6:30 pm Schmitt stepped out
6:32 pm Schmitt came back in

Projects:

Been a busy month here at Robert E. Lee SWCD. The weather and supply issues has slowed down field work. Working on estimates and maps for new projects for the new program year. Working on Nutrient Management Plans for producers. Completed Tillage Survey for DCR in Amherst and Appomattox CB.

Practices and Conservation Plans for Board Approval: Carryover Request

<u>Contract</u>	<u>Instance</u>	<u>Co.</u>	<u>Est. Cost</u>	<u>CS amt.</u>	<u>Comp/Date</u>	<u>Fund</u>	<u>Practice</u>
10-22-0012	457105	CAM/OCB	\$15,000.00	\$11,250.00 Tax Credit: \$937.50	June 30, 2023	PY22 OCB VACS	SL-7/ 98
10-22-0037	476147	CAM/OCB	\$41,960.80	\$33,470.60 Tax Credit: \$2,122.55	June 30, 2023	PY22 OCB VACS	SL-1/98

10-22-0033	475989	AM/CB	\$120,647.10	\$98,360.33 Tax Credit: \$5,571.70	June 30, 2023	PY22 CB VACS	SL-1/108
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Motion was made to approve all instances. Approved (Perrow, Payne passed 7/0) Schmitt recused.

Total PY22 CB Cost Share approved: \$1,334,243.00/ Allocated: \$1,338,379.00. \$4,136 remaining.

Total PY22 OCB Cost Share approved: \$531,489.00/ Allocated: \$532,611.00. \$1,122.00 remaining

Watershed Dams:

Watershed dams are doing well and in good shape. Checking on the dams as the rainfall events happen. First Watershed mowing can start after June 1st.

Meetings attended and future are on file. May 5 : Admin/Ops- Office

Hours/Mileage:

158hrs worked

1615 miles traveled

6:35 pm Jonathan stepped out

7-RELSWCD Conservation Education Specialist- Lauran Campbell gave her report for May 2022 (copy filed with minutes).

Meetings:

5/5 Admins Op, Zoom

5/11 Training for Camp Wildlife, Zoom

5/16 Phone Meeting with Campbell County 4H ext. Agent

5/17 Personnel Committee Meeting

5/18 Prep for Wildland Fire, Zoom

5/19 Class Day @ Appomattox High School

5/26 Training W/ Mark

Education Programs:

Date/Location	Program	# of People Reached
5/2 JRA, Amherst	Water Quality	25
5/4 Appomattox Homeschool	Enviroscape/ Rain Garden in a Cup	22
5/10 Campbell CKBY	Macro Invertebrates	80
5/14 James River State Park	Pollinators	15
5/20 JRSP	Field Trip: Enviroscape/ Water Quality	18
5/25 Appomattox Library	Read and Craft	18
5/26 Appomattox	Soil Babies	37

Future Programs:

6/6-6/7 Mill Creek Field Trip with Amherst School

6/8 Craft Day at Appomattox Library

6/20-6/25 Camp Woods & Wildlife

6:41 pm Jonathan stepped back in.

8-RELSWCD Office Administrator Report – Cindy Miller gave the May 2022 report (copy filed with minutes).

Monthly duties are kept up to date.

- Assisted Lauran with activities

- Continued to work thru checkbook issues, all should be resolved now. Bank is still working on getting our funds replaced.
- Discussed new email hosting thru Nathan and Carol Moon, fee is too high. We will leave email with LCS for now.
- Attended Class Day at Appomattox Co High School May 19th
- Appomattox Christian Academy JRSP May 20th
- Getting information and quotes for Employee Health Insurance thru Private Insurance Company.
- Priced going thru Website company for email and the pricing is too high, Will keep email and computer updates thru Lynchburg Computer Systems.
- Attending online training for Quickbooks with no cost.
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Meetings attended is on file.

Our next Board of Directors meeting will be on Thursday June 23, 2022.

9. Timberlake WID – Reports attached.

Notice of an uncodified Ordinance to extend the due date for the first installment of 2022 taxes was presented. With the extension date of July 12, 2022 from the original date of June 6, 2022. This Ordinance was adopted by Campbell County Board of Supervisors on the 17th day of May, 2022, which was due to a delay in the mailing of the tax tickets by the printing company. A copy of this notice is on file and will be submitted to VASWCD for their records.

Motion was made to appoint Mr. Kim Steinhorst as a trustee for the Timberlake WID. Approved (Perrow, Schmitt passed 8/0).

Motion approval and resume to be submitted to VASWCD to be included in the next meeting minutes.

REPORT OF COMMITTEES – Personnel Committee- Open discussion about Lauran’s acceptance to WV and Current wait list for Longwood University in the Fall. Status will be reviewed again at the June 23, 2022 BOD meeting.

UNFINISHED BUSINESS- None

NEW BUSINESS- None

PUBLIC COMMENT - None

ANNOUNCEMENTS – None

ADJOURNMENT - The Chairman adjourned the meeting at 6:55 p.m. **Approved (Barrett, Angulo passed 8/0)**

Jeff Floyd, Chairman

Cindy Miller, Office Administrator