## Robert E. Lee Soil & Water Conservation District Approved 7631-A Richmond Hwy.

**Appomattox, VA 24522**

### Phone 434-352-2819 FAX 434-352-9405

**www.releeconservation.com**

## Board of Directors Regular Meeting Minutes

**The Spring House Restaurant**

**9789 Richmond Hwy**

**Lynchburg, VA 24504**

**September 22, 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

Charles Smith

 Bruce Jones

**Directors:** Karen Angulo

(Absent)

**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

 Katelin Savage, RELSWCD Conservation Education Specialist

Kelly Burke, NRCS District Conservationist

**Staff Absent:** None

**Others:** None

**Call to order:** The regular meeting of the Robert E. Lee Soil and Water Conservation District Board of Directors was called to order September 22, 2022, at 6:00 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.  M**otion was made to approve agenda as listed. Approved (Perrow, Schmitt passed 9/0)**

**Reading and Approving of the August 25, 2022 Minutes:** Jeff Floyd**,** Chairman, asked if there were any corrections to the minutes (copy filed with the minutes). Request was made to increase the font. **Motion was made to approve the minutes as written.** **Approved (Perrow, Payne passed 9/0).**

**REPORT OF OFFICERS/PARTNERS/STAFF**

**1-Treasurer’s Report – August 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. No discrepancies noted. All financial reports are on file.

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

**Administration:**

Quarterly reports are due to me by Monday, October 17 (the 15th is a Saturday). This includes attachment E plus QuickBooks cash balance sheet and P&L for the quarter. The “official” excel version of attachment E must be used throughout the course of the year. Please use the same workbook and corresponding tab for each quarter to ensure that all values roll together for the End of Year Report (last tab).

Please keep the new outreach deliverables (Admin/Ops deliverable #18 & #19) on your radar as you begin/continue planning for the year. For details, please see Attachment F in the Admin/Ops grant.

Robinson Farmer & Cox is already scheduling audits.

**VACS:**

Districts choosing to use FY23 cost lists to make inflation adjustments (material costs only) to eligible carryover practices need to formally approve the funding increases no later than September 30.

*Reminder:* “Neither the local SWCD nor DCR provides tax advice….” . “Recipients of [VACS] are responsible for compliance with all applicable tax requirements with state and federal localities.

**Miscellaneous:**

Clean Water Farm Grand Basin Award nominations are due to the appropriate CDC by close of business October 1. Nomination application packets should be submitted via e-mail and include the application (available on DCR-DSWC website), 1-2 page narrative and at least 6 PPT slides. Shenandoah Basin nominations go to me, James Basin to Denney Collins and Roanoke Basin to Stacy Horton. Review DCR Director Matt Wells’ letter dated 8/17/22.

Please respond to Darrell Marshall’s (VDACS) request for info regarding point of contacts and how the District wishes to respond to Ag Stewardship Act complaints. Email him if no changes.

Reminder the Bay Bill 2025 is still being finalized for the fencing out of streams for the CB perennial streams with head of cattle of more than 20.

Meetings are on file.

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

Program Updates/ Deadlines:

* Application Deadline for EQUIP - November 4, 2022
* Application Deadline for EQIP-CIC - November 4, 2022
* Application Deadline for CSP Classic -November 4, 2022
* Application Deadline for ACEP -November 4, 2022
* EQIP-Classic Ranking Deadline - February 3, 2023
* EQIP-CIC Ranking Deadline -March 31, 2023
* CSP Classic Ranking Deadline -May 26, 2023

Environmental Quality Incentives Program (EQIP)November 4, 2022

Conventional EQIP:

* Contracts: 24
* Applications: 37

Conservation Incentives Contracts (EQIP-CIC)

* Contracts 1
* Applications 0

Organic:

* Contracts 1
* Applications 0

 Total Contracts: 26

 Total Applications: 37

Conservation Stewardship Program (CSP)

CSP-Classic:

* Contracts: 16

Applications: 4

CSP-Renewals

* Contracts: 7
* Applications: 8

CSP-Grassland Conservation Initiative ( GCI)::

* Contracts: 27

Applications: 0

Total Contracts: 50

 Total Applications: 12

Outreach/ Agency Activities/ JED (agendas) are on file.

**4-Virginia Department of Forestry Report –** BJ Butler, Area Forester -September 2022 report is on file.

Rick Butler retired July 1st and a replacement will hired soon.

The DOF has done a reorganization once again and have split up the work areas starting October 1st.

 Some good news is that spraying for Campbell County has commenced and soon be completed . This year we sprayed roughly 500 acres and looking at planting close to 600 acres if not more by the time spring rolls around.

 DOF has a hardwood initiative program that entails forest management strictly with hardwood. Some tax credits are available as well as cost share for management activities for hardwood. For further information please look at our website to find out who may be the best one to contact for information dealing with this program.

DOF has completed a three month tour of fire fighters in Texas to assist them in the firefighting of their drought stricken state. Hopefully with the recent rains they are now set to go through fall and winter with nothing major happening.

 I and others are preparing for the fall fire season coming up OCT. 15th – DEC. 1st. Outlook is not too good. We are already in abnormally dry section and looking at getting drier. So here’s to a safe and hopefully quiet fall.

**5-Virginia Cooperative Extension Report –** Bruce Jones, Appomattox VCE Agent gave the September 2022 report. (Copy filed with minutes).

1. Agritourism Meeting – October 18th Rustburg Extension office (I will email flyer as soon as done)
2. Five County Fair September 27th thru October 1st. Farmville VA
3. Vegetable Production meeting - October 4th Emerson Farms Dry Fork VA
4. Amherst County Fair October 20th – 23rd

I am working with other agents to plan Soybean/Wheat meetings and Vegetable Production Meeting for this Fall. We are also working on Pesticide recertification meetings. I should have dates and flyers for our next meeting.

We began harvesting grain variety trials this week. We have 5 plots and I will share data once completed. While traveling through the area I have worked with soybean and vegetable producers on many disease issues. The weather has been unique resulting in lots of issues.

The Crops Expo was a huge success as we had approximately 100 people and reviews were great. We are planning to hold the Crops Expo again in 2023.

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

**Projects:**

Been a busy month. The weather and supply issues has slowed down field work. Working on plans and designs for new projects. Monitoring progress on projects, meeting new producers that are interested in our programs, and working on estimates and maps for new projects. Working on Nutrient Management Plans.

**Practices and Conservation Plans for Board Approval:**

Please see attached sheets:

**Watershed Dams:**

Watershed dams are doing well and in good shape. Checking on the dams as the rainfall events happen.

**Spot Checks:**

9-21-2022: 7 spot checks in Appomattox and Campbell. Had two contracts that needed gravel tending around water troughs, 1 needing fence tending to get cows out of the buffer and stream crossing rebuilt and have a practice that have been partially destroyed and have set up a meeting with the landowner to discuss this issue.

 **DCR Verifications:**

8 out the 12 contracts that need to be end of lifespan verified have been completed. Due date Nov 30th 2022

**Clean Water Farm Award:**

Knoll Crest Farms, Campbell County Roanoke River Basin:

The farm consists of 3000 acres of mix Pasture, hay, crop and timberland. 800 head of cattle are ran over the property. They have installed livestock exclusion practices thru the district, NRCS, and on their own. They also practice rotation grazing, no-till planting and using cover crops. They help host many events at their farm each year for producer education opportunities. They are great promoters for conservation and help spread the word of soil and water conservation on the farm.

**Motion was made to accept the nomination of Knoll Crest Farms as our Clean Water Farm for FY2022. Approved (Schmitt, Perrow passed 9/0).**

**Attended Meetings:**

August 26: Crops Expo – Brookneal

Hours/Mileage:

125hrs worked

1819 miles traveled

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Contract** | **Instance** | **Co.** | **Est. Cost** | **CS amt.** | **Comp/Date** | **Fund** | **Practice** |
| 10-23-0001 | 507095 | CAM/OCB | $18,384.32 | $14,988.24Tax Credit-$848.94 | June 30, 2023 | PY23OCBVACS | SL-1/104 |
| 10-23-0002 | 507097 | AP/OCB | $40,518.90 | $40,518.90 | June 30,2023 | PY23 OCB VACS | SL-8B/ 110 |
| 10-23-0003 | 507098 | AP/OCB | $73,818.00 | $73,818.00 | June 30, 2023 | PY23 OCB VACS | SL-8B/ 110 |
| 10-23-0004 | 507099 | AP/OCB | $3,107.20 | $3,107.20 | June 30, 2023 | PY23 OCB VACS | NM-5N/110 |
| 10-23-0005 | 507100 | AP/OCB | $6,561.60 | $6,561.60 | June 30, 2023 | PY23OCB VACS | NM-5P/110 |
| 10-23-0006 | 507101 | CAM/OCB | $18,500.00 | $18,500.00 | June 30, 2023 | PY23 OCB VACS | CCI-SL-6W/82 |
| 10-23-0007 | 507102 | CAM/OCB | $27,504.00 | $27,504.00 | June 30, 2023 | PY23OCBVACS | SL-8B/98 |
| 10-23-0008 | 507103 | AP/OCB | $20,151.90 | $20,151.90 | June 30, 2023 | PY23 OCB VACS | SL-8B/ 110 |
| 10-23-0012 | 507107 | CAM/OCB | $194,367.50 | $111,417.58 | June 30, 2024 | PY23 OCB VACS/NRCS EQIP | SL-6W/124 |
| 10-23-0013 | 507108 | AP/CB | $72,968.40 | $72,968.40 | June 30, 2023 | PY23 CBVACS | SL-8B/110 |
| 10-23-0014 | 507109 | AP/OCB | $31,563.00 | $31,563.00 | June 30, 2023 | PY23OCBVACS | SL-8B/ 110 |
| 10-23-0015 | 507110 | CAM/OCB | $45,220.50 | $45,220.50 | June 30, 2023 | PY23OCB VACS | SL-8B/110 |
| 10-23-0016 | 507111 | AP/CB | $18,054.00 | $18,054.00 | June 30, 2023 | PY23CBVACS | SL-8B/110 |
| 10-23-0019 | 507115 | CAM/OCB | $17,557.40 | $17,557.40 | June 30,2023 | PY23OCBVACS | SL-15A/92 |
| 10-23-0020 | 514630 | CAM/OCB | $1,000.00 | $1,000.00 | June 30, 2023 | PY23OCBVACS | SL-8B/98 |
| 10-23-0021 | 514636 | AP/OCB | $9,936.00 | $9,936.00 | June 30, 2023 | PY23OCBVACS | SL-8B/98 |
| 10-23-0022 | 514640 | AP/OCB | $10,494.00 | $10,494.00 | June 30, 2023 | PY23OCBVACS | SL-8B/98 |
| 10-23-0023 | 514648 | AP/OCB | $1,640.40 | $1,640.40 | June 30, 2023 | PY23OCBVACS | NM-1A/82 |
| 10-23-0024 | 514649 | CAM/OCB | $7,785.00 | $7,785.00 | June 30, 2023 | PY23OCBVACS | SL-8B/110 |
| 10-23-0025 | 514650 | AP/OCB | $220.80 | $220.80 | June 30, 2023 | PY23OCBVACS | NM-1A/82 |
| 10-23-0026 | 514666 | CAM/OCB | $3,500.00 | $3,500.00 | June 30, 2023 | PY23OCBVACS | SL-15A/92 |

6:27 pm Bruce Jones stepped out.

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

6:29 pm Bruce Jones stepped back in.

**7-RELSWCD Office Administrator Report –** Cindy Miller gave the September 2022 report (copy filed with minutes).

Monthly duties are kept up to date.

* Placed Order for marketing materials.
* Provided outreach materials to Appomattox Co and Campbell Co Libraries.
* Keyed deposits of funds from DCR and Campbell Co.
* Posted to Facebook and website.
* Assisted with applicant for At Large Director.
* Submitted Showcase slides for annual meeting
* Assisted with Orientation and new employee paperwork for Katelin Savage.
* Assisted with Anthem Insurance package sign up.

Activities:

Sept 8, 2022 Plant Swap at Appomattox Co. Library

Future Activities:

September 28, 2022 Story & Craft Time Appomattox Co. Library

October 8, 2022 Railroad Day-Underground Railroad

 **8. Timberlake WID –** September 2022 Doug Perrow provided a verbal report.

Water is low. Water quality is good. Sediment Hill need rain for grass to seed.

**REPORT OF COMMITTEES –None**

**UNFINISHED BUSINESS- None**

**NEW BUSINESS- None**

**PUBLIC COMMENT - None**

**ANNOUNCEMENTS – None**

**ADJOURNMENT -** The Chairman adjourned the meeting at 6:50 p.m. **Approved (Payne, Barrett passed 9/0)**

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Brandon Schmitt, Co-Chairman Cindy Miller, Office Administrator