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

**Appomattox, VA 24522**

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**www.releeconservation.com**

## Board of Directors Regular Meeting Minutes

**The Spring House Restaurant**

**9789 Richmond Hwy**

**Lynchburg, VA 24504**

**October 27, 2022 – 6:03 p.m.**

**Directors**: Karen Angulo (Present) Brandon Schmitt, Assistant Chairman

Doug Perrow, Treasurer

Chad Barrett, Assistant Treasurer

Joetricia Humbles

Bonnie Swanson

Brandon Payne

Bruce Jones

**Directors:** Jeff Floyd, Chairman

(Absent) Charles Smith

**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 October 27, 2022, at 6:03 p.m., by Brandon Schmitt, Assistant Chairman at The Spring House Restaurant, 9789 Richmond Hwy, Lynchburg, Virginia.

**Acknowledgement of Guests:**  None.

**Adopting the Agenda:** Brandon Schmitt, Assistant Chairman, asked if there were any changes to the agenda.  M**otion was made to approve the agenda as listed. Approved (Payne, Perrow passed 8/0)**

**Reading and Approving of the September 22, 2022 Minutes:** Brandon Schmitt, Assistant Chairman, asked if there were any corrections to the minutes (copy filed with the minutes). **Motion was made to approve the minutes as written.** **Approved (Perrow, Payne passed 8/0).**

**REPORT OF OFFICERS/PARTNERS/STAFF**

**1-Treasurer’s Report – September 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. Attachment E balanced and submitted to Mark Hollberg timely.

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

**From James Martin, DSWC director:**

With the PY23 VACS Program underway, and the record levels of cost share allocations, we want to take the opportunity to pause and recognize the significant efforts underway by Soil and Water Conservation Districts. Your efforts to efficiently implement the program are greatly appreciated.  We recognize that the increased funding brings with it increased pressure for SWCDs to obligate their allocations and put practices on the ground.  The record levels of funding also brings increased scrutiny from the General Assembly members and Stakeholders about whether the dollars are being spent wisely to improve water quality.  It is critical that everyone maintains our focus on the Program’s mission, manual, and procedures to ensure we are implementing properly designed and installed practices that produce the greatest water quality benefits for the taxpayers of the Commonwealth.  If any SWCD has concerns about their ability to effectively utilize the funding that has been allocated, please contact your assigned Conservation District Coordinator to discuss available options.

**Quarterly reports** are due in my office no later than Monday, October 17. This includes attachment E, plus QuickBooks cash balance sheet and P&L for the quarter.

**VACS:**

CY22 Random Verifications – enter into the verification module by COB 10/31/22

End of Lifespan Verification Payments (Bay only) – enter by COB 11/30/22

Nutrient Management Direct Pay Program - With the significant increases in Cost-Share funding allocated this year, there will be an associated increased demand for the development of nutrient management plans to support potential VACS program participants. In addition to the NM-1A practice that is part of the program, the Division manages a program that pays private sector planners directly for the development of NMPs for producers in the Chesapeake Bay watershed. These Direct Pay plans fully satisfy the VACS Program requirements for a nutrient management plan and may help ease the workload burden on SWCDs associated with NM-1A. Districts that are interested in connecting a potential program participant with a direct pay nutrient management planner should contact Dave Kindig at [Dave.Kindig@DCR.virginia.gov](mailto:Dave.Kindig@DCR.virginia.gov)

Litter Transport Program – see [www.dcr.virginia.gov/litter-transport](http://www.dcr.virginia.gov/litter-transport). Payments to move litter out of Rockingham and Page Counties range from $17.50 to $30 per ton based on distance. Augusta and Alleghany Counties are not eligible receiving counties. Contact Cynthia Williams at 540/416-5350.

Bid Process Threshold Increase**:** At their September 26 meeting, the State Board approved an increase to the component cost threshold for the Cost-Share Program bid process established in the Manual (pages 36-38). The component cost threshold has been increased from $30,000 to $50,000.

Tillage survery reports were shared at the October 2022 CDC meeting.

Meetings are on file.

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

Program Updates/ Deadlines:

* Application Deadline for EQIP - 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
* Ranking Deadline for : CSP-Renewals -November 4, 2022
* Obligation Deadline: CSP-GCI -December 30, 2022
* Obligation Deadline: CSP-Renewal -December 30, 2022
* Ranking Deadline: EQIP-Classic -February 3, 2023
* Ranking Deadline: EQIP-CIC -March 31, 2023
* Ranking Deadline: CSP Classic -May 26, 2023

Environmental Quality Incentives Program (EQIP)

Conventional EQIP:

* Contracts: 25
* Applications: 27

Conservation Incentives Contracts (EQIP-CIC)

* Contracts 1
* Applications 0

Total Contracts: 26

Total Applications: 27

Conservation Stewardship Program (CSP)

CSP-Classic:

* Contracts: 16

Applications: 3

CSP-Renewals

* Contracts: 7
* Applications: 8

CSP-Grassland Conservation Initiative ( GCI)::

* Contracts: 27

Applications: 3

Total Contracts: 50

Total Applications: 14

**Four EQIP contracts were brought in to be voted on.**

**Motion was made to approve the four contracts. ( at the end of the meeting). Approved (Perrow, Jones passed 8/0)**

**Director signature was obtained for contracts.**

**4-Virginia Department of Forestry Report –** BJ Butler, Area Forester -October 2022 report was not provided.

Email stated currently they are dealing with Fire Season.

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

1. Vegetable Production Meeting- December 6th- Midway Baptist Church, Phenix, VA.
2. Soybean Production Meeting- Deecember 13th- Midway Baptist Church, Phenix, VA.
3. Private Pesticide Applicator Recertification Sessions- Certification expires December 31, 2022- with 60 day grace period for renewal.
   1. November 29: 6-9 pm- Bedford Ext Office
   2. December 13; 9am-12pm- Campbell Ext Office
   3. January 19; 1-4pm- Appomattox Community Center
   4. February 16; 6-9 pm- Amherst Co Administration Building

There has been one spotting og the spotted lanternfly submitted by Appomattox Co.

Grain yields are good for the are and growing season conditions. Farmers stating making 60 bushels of soybeans to the acre and over 200 bushels of corn to the acre.

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

**Projects:**

Been a busy month here at Robert E. Lee SWCD. The weather and supply issues has slowed down field work. 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 questions. Working on Nutrient Management Plans for producers.

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

Please see attached sheets:

**Watershed Dams:**

Watershed dams are doing well and in good shape. Billy Hall will be starting the second mowing event for the year in December.

**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. I have met with the landowners that corrective issues and progress is being made by those landowners.

**DCR Verifications:**

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

Meeting information is on file.

Hours/Mileage:

134hrs worked

2034 miles traveled

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Contract** | **Instance** | **Co.** | **Est. Cost** | **CS amt.** | **Comp/Date** | **Fund** | **Practice** |
| 10-23-0010 | 507105 | AP/CB | $212,450.00 | $230,450.00  Included Buffer Payment  $18,000.00 | June 30, 2024 | PY23  CB  VACS | SL-6W/  124 |
| 10-23-0011 | 507106 | AP/CB | $85,425.00 | $95,757.00  Included Buffer Payment  $10,332.00 | June 30,  2024 | PY23 CB VACS | SL-6W/ 115 |
| 10-23-0028 | 516458 | CAM/OCB | $83,748.50 | $94,776.50  Included Buffer Payment  $11,028.00 | June 30, 2024 | PY23 OCB VACS | SL-6W/ 115 |
| 10-23-0029 | 516716 | CAM/OCB | $30,687.50 | $31,935.50  Included Buffer Payment  $1,248.00 | June 30, 2024 | PY23 OCB VACS | SL-6W/  110 |
| 10-23-0030 | 517471 | CAM/OCB | $43,750.00 | $43,570.00 | June 30, 2023 | PY23  OCB VACS | SL-15A/  110 |
| 10-23-0031 | 517472 | CAM/OCB | $56,250.00 | $56,250.00 | June 30, 2023 | PY23 OCB VACS | SL-8B/  110 |
| 10-23-0032 | 517473 | CAM/OCB | $6,000.00 | $6,000.00 | June 30, 2023 | PY23  OCB  VACS | SL-8H/  98 |
| 10-23-0033 | 517543 | CAM/CB | $6,000.00 | $6,000.00 | June 30, 2023 | PY23 CB VACS | SL-8H/ 98 |
| 10-23-0034 | 518314 | AP/OCB | $6,000.00 | $6,000.00 | June 30, 2023 | PY23 OCB VACS | SL-8B/  110 |
| 10-23-0035 | 518352 | AP/OCB | $24,000.00 | $24,000.00 | June 30, 2023 | PY23  OCB  VACS | SL-8B/  110 |

**Motion was made to approve all projects as listed. Approved (Perrow, Payne passed 8/0).**

**7-RELSWCD Education Specialist Report-**Katelin Savage gave the October 2022 report(copy filed with minutes).

**October’s Activities:**

* Creek walk with Piedmont SWCD (Oct. 4th)
  + Macroinvertebrates training
  + Filmed videos for library program
* Holiday Lake Field Trip (Oct. 11th)
  + Campbell county high school students
  + Conducted water testing and discussed pollution/ecosystem health implications
  + Discussed soil and water district’s career opportunities
  + 44 students
* Holiday Lake Field Trip (Oct. 18th)
  + Campbell county high school students
  + Repeated water testing
  + Macroinvertebrates session, discussed pollution index and indicator species
  + Repeated career outreach
  + 35 students
* Gardening class with Piedmont SWCD (Oct. 20th)
  + Sunrise Early Learning School
  + Gardening/compost lesson
  + 15 students
* Amherst Fair (Oct. 23rd)
  + Soil tunnel table and program outreach
  + Around 105 people reached
* Jamerson Library
  + Halloween Craft and story
  + 20 participants

**Upcoming Activities:**

* October 29th: Rustburg Library Halloween Event
* November 9th & 10th: Grace Hills Daycare (Soil tunnel and activity)
* November 18th: Enviroscape at Yellow branch Elementary

**Additional Notes:**

I have been in contact with the 4-H center and James River setting up activities for November. I have also begun working on developing the poster contest more to get participation from our district. Lastly, I am working on a mini grant proposal that would be used to help schools build and stock outdoor learning spaces.

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

Monthly duties are kept up to date.

* Placed Order for marketing materials- calendars and cups.
* Assisted Katelin with activities as needed.
* The applicant for At Large Director for Jennifer Elliott was approved at the September State Board of Directors meeting, appointment packets were mailed out in October to appointed candidates.
* Submitted Annual report for the Board of Directors review by email.
* Prepared and conducted Area V Envirothon planning meeting.
* Secured Holliday Lake 4-H Center for Envirothon competition.
* Reminder to Directors that FOIA training is due every 2 years. I will email the link for this training out to Directors. Emailed 11/3/2022.

Annual Meeting fees are due by November 11th. Please meet with me after this meeting to complete your registration form if you plan to attend.

**Note in minutes review of Annual Plan of Work. So noted.**

**Motion request to approve having our November Board of Directors meeting on November 17, 2022.**

**Approved (Perrow, Humbles passed 8/0)**

Meetings information is on file.

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

Doug Perrow, Brandon Schmitt, Dr. Bobby Lockridge and Jonathan Wooldridge meet with resident on Little Buffalo creek to discuss erosion issue. TWID and VDOT attended Campbell Co Board meeting and discussed possibility of a survey for the runoff from 460 Hwy. Timberlake’s water level has been dropped to allow owners to work on their docks and retaining walls.

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**REPORT OF COMMITTEES –None**

**UNFINISHED BUSINESS- None**

**NEW BUSINESS- None**

**PUBLIC COMMENT – A meeting will be held at the Liberty Conference Center on November 15, 2022 from 7-9 pm to discuss the closing of the Lynchburg Animal testing facility. Please share this meeting with others.**

**ANNOUNCEMENTS – None**

**ADJOURNMENT -** The Chairman adjourned the meeting at 7:09 p.m. **Approved (Barrett, Payne passed 8/0)**

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Brandon Schmitt,Co-Chairman Cindy Miller, Office Administrator