## Robert E. Lee Soil & Water Conservation District

## 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**

**March 23, 2023**

**Directors**:Jeff Floyd,Chairman

(Present) Brandon Schmitt, Assistant Chairman

Doug Perrow, Treasurer

Chad Barrett, Assistant Treasurer

 Charles Smith

 Jennifer Elliott

Karen Angulo

Bonnie Swanson

Bruce Jones

Brandon Payne

**Directors:** None

(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

**Others:** None

**Call to order:** Theregular meeting of the Robert E. Lee Soil and Water Conservation District Board of Directors was called to order March 23 2023, at 6:00 p.m., by Jeff Floyd, Chairman, at The Spring House Restaurant, 9789 Richmond Hwy, Lynchburg, Virginia.

**Acknowledgementof Guests:** None

**Adopting the Agenda:** Jeff Floyd, Chairman, asked if there were any changes to the agenda. M**otion was made to approve the agenda as presented.(Perrow, Barrettpassed 9/0).**

**Reading and Approving of theFebruary 23, 2023Minutes:** 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.****(Angulo, Perrow passed 7/0), Payne and Smith Abstained.**

**REPORT OF OFFICERS/PARTNERS/STAFF**

**1-Treasurer’s Report–February2023–Doug Perrow, Treasurer**, gave the treasurer’s report (copy filed with minutes). All bank statements were reconciled to the checkbook and QuickBooks program. TheFebruary 2023 Treasurer’s report will be filed in the District Office.

6:04 pm Brandon Schmitt entered the meeting.

**2-DCR Conservation District Coordinator Report -** Mark Hollberg, CDCgave the Marchreport. (Copy filed with minutes).

**Administration:**

Third quarter reports are due Monday, April 17– Attachment E, cash balance and P&L.

District finance committees should be drafting **FY24 annual budgets** for board approval in June. Page 6 of the *Desktop Procedures for District Fiscal Operations* provides information to develop the annual budgets. Review of Desktop Procedures and policies are also needed.

General Assembly adjourned February 25 without finalizing budget amendments. FY24 is the second year of the two-year budget passed last year. The state is funded for FY24 and that covers SWCDs and our grant agreements.

Interviews should include closed meetings for discussions.

**Ag Cost Share:**

Please encourage BMP participants to complete their projects in time for payment prior to the close of the fiscal year so no carry over into FY24 is needed. **Please review Pages II 41 - 44** in the VACS manual. Practices approved in FY23 that are listed as “two-year completion date eligible” do not need formal board approval prior to the end of this year. Other practices substantially under construction and eligible for carryover will need approval by district boards prior to COB 6/30/23. **Notify Sara Bottenfield by May 15** (cc me please) of any projects needing DCR approval prior to district consideration to carry over a third time into a 4th program year.

Districts unable to obligate 90% of their FY23 cost share allocation can either transfer allocation to other districts or return allocation with proportional TA to DCR before the end of June. Check on records for expired SL-6s, WP-2s and WP-4s for possible CCI sign-up.

*Reminder:* CCI practices “must not be in lifespan from any other conservation program.” VACS practices that are out of lifespan (including piggybacks) are eligible for CCI. Projects that were federal only, such as NRCS EQIP, are only eligible for CCI after the practices are out of their program lifespan. Note Terms of EQIP, a "practice" is the same as a "component" in DCR terminology. Also note that even though an average EQIP contract may only last a few years, the lifespan of the practices within that contract can last significantly longer. CCI can only be applied after the original EQIP project practices are out of lifespan.

Meetings are on file.

**3-USDA Natural Resources Conservation Service Report –**Kelly Burke District Conservationist- gave the March report.

Program Updates/ Deadlines:

The Rustburg, VA office is managing conservation on cropland, pasture and forest through the NRCS EQIP and CPS programs

Environmental Quality Incentives Program (EQIP)

* March 17, 2023 New IRA application deadline
* March 31, 2023 EQIP-CIC Ranking Deadline
* May 26, 2023 CSP Classic Ranking Deadline
* August 7, 2023 FSA Continuous-CRP Application Deadline
* August 15, 2023 Final EQIP Obligations Deadline
* Sept 8, 2023 Continuous-CRP Conservation Plan Deadline
* Sept 15, 2023 EQIP-IRA Obligations Deadline
* Sept 29, 2023 FY24 EQIP/CSP Application Ranking Deadline

Environmental Quality Incentives Program (EQIP):

14 EQIP Contracts:

* 3-Amherst Co
* 3-Appomattox, Co
* 14-Campbell Co

1 EQIP CIC Contract:

* 1-Campbell Co

45 EQIP Applications

* 14-Amherst Co
* 12-Appomattox, Co
* 19-Campbell Co

3 EQIP CIC Applications

* 1-Appomattox Co
* 2-Campbell Co

Conservation Stewardship Program (CSP)-

30 CSP-GCI (Grassland Conservation Initiative) Contracts:

* 10- Appomattox Co
* 20-Campbell Co

24 CSP Contracts:

* 4-Amherst Co
* 5-Appomattox Co
* 14-Campbell Co
* 2-Pittsylvania Co

2 CSP Applications:

* 2-Campbell Co

Agricultural Conservation Easement Program (ACEP)

* None at this time.

Conservation Reserve Programs/ Conservation Reserve Enhancement Program (CRP/CREP)

* 36 Crep contracts
* 7 General CRP contracts
* 0 Continuous CRP contracts
* 12 CREP expiring 2023
* 6 General CRP expiring 2023

All trainings are on file NRCS letter provided for Stream Crossing Issue for SWCD practice number 10-19-0006.

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

Thank you for allowing me to come and present during the breakfast you all had. It was a pleasure to be there, and a lot of good information was spread throughout. We at the DOF have been busy with spring fire season and also planting occurring throughout the county.

First I would like to produce some sad news we had a fatality on a fire down in southwest VA. It was our first fatality in history of DOF, this has hit us hard as an agency because we are rather small and everyone knows everybody. If you could please keep his family and us in your prayers as we continue to go through the healing process of no longer having him with us.

On some brighter news in Campbell County we have begun the process of reforesting close to 800 acres of cutover and open fields. We have had 20 fires so far with the biggest one down in Brookneal area of 65 acres so far. Knock on wood we don’t have any more. With the weather being drier and windy for the remainder of the season it could become a problem. So please remember don’t burn and look at the weather for warnings or special weather statement.

**5-Virginia Cooperative Extension Report–**Bruce Jones, Appomattox VCE Agent–Gave the March report.

1. Central VA Cattle Conference-March 24-Knoll Crest Farm-Red House
2. Youth Cattle Working Area Contest-March 30-Red Oak VA
3. VDOT Commercial Pesticide Recertification-April 3-Lynchburg
4. Agro-Forestry Workshop-Charlotte County-May 11 ($10 fee) flier attached
5. Central VA Crops Expo-August 18-Hat Creek

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

**Projects:**

It has been a busy month 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 and 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:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Contract** | **Instance** | **Co.** | **Est. Cost** | **CS amt.** | **Comp/Date** | **Fund** | **Practice** |
| 10-23-0046 | 524854 | AP/CB | $82,423.28 | $90,487.28Includes:$8,064.00 Buffer Payment | June 30, 2024 | PY23CBVACS | SL-6W/110 |
| 10-23-0044 | 524656 | CAM/OCB | $13,050.00 | $13,050.00 | June 30, 2023 | PY23 OCBVACS | FR-1/87 |
| 10-23-0045 | 524659 | CAM/OCB | $3,262.50 | $3,262.50 | June 30, 2023 | PY23OCBVACS | FR-1/77 |
| 10-23-0047 | 524855 | AP/OCB | $401.84 | $401.84 | June 30,2023 | PY23OCBVACS | NM-1A/90 |
| 10-23-0048 | 524859 | AP/CB | $4,893.75 | $4,893.75 | June 30, 2023 | PY23CBVACS | FR-1/77 |

**Motion was made to approve all projects as listed 10-23-0044 thru 10-23-0048. Approved (Schmitt, Smith passed 10/0).**

**Watershed Dams:**

Watershed dams are doing well and in good shape. Checking on the dams as the rainfall events happen. Will be putting out advertisement for bids for the district maintenance contract.

**Spot Checks:**

9-21-2022: 7 spot checks in Appomattox and Campbell. Had two contracts that needed gravel tending around water troughs (complete), 1 needing fence tending to get cows out of the buffer and stream crossing rebuilt. Have been in contact with the landowner of the steam crossing and the rebuilding is still working with NRCS addressing that stream crossing issue. See report on letter from NRCS. Copy is on file at office.

Meeting information is on file.

**Hours/Mileage:**

165hrs worked

1440 miles traveled

**7-RELSWCD Conservation Technician- Dustin Woodall provided a written report (copy filed with minutes).**

* Performed monthly duties
* Conducted field visits
* Attended Conservation Application Suite Ag/BMP Tracking and Conservation Planning training
* Assisted with Envirothon mock trial
* Assisted with Farmers Breakfast and Area V annual meeting
* Created four new BMPs (10-23-0046, 10-23-0047, 10-23-0045, 10-23-0044)

**8-RELSWCD Conservation Education Specialist-** Katelin Savage gave her report for Marchreport (copy filed with minutes).

March Activities:

* March 1st: Area V Meeting
* March 2nd: Judge for Appomattox Elementary Science Fair and assisted Bonnie with afterschool gardening club
* March 9th: Farmer’s Breakfast
* March 13th: Enviroscape at Cornerstone Christian Academy (15 students)
* March 14th: Enviroscape at Appomattox Elementary (40 students)
* March 16th: Aquatic Ecology class at Holiday Lake 4-H center (55 students)
* March 20th: Enviroscape at Appomattox Elementary (34 students)

Upcoming Activities:

* March 24th: Cattlemen’s Conference
* April 4th: Ag Field Day at Appomattox Highschool
* April 5th: Holiday Lake 4-H Center field trip
* April 6th& 7th: Amherst Middle Trout in a Classroom field trip

Updates: We have continued to work on the upcoming Envirothon competition. I have distributed more scholarship packets to high schools in our district and received responses from interested students. I will have a draft application for the outdoor classroom grant program at our next meeting. The next steps in the Underground Trailer are in the works and after receiving a design plan confirmation I will make the replacement section tailored for our area.

Meeting information is on file.

**9-RELSWCD Office Administrator Report–**Cindy Miller gave her March report.(copy filed with minutes).

Monthly duties are kept up to date.

* Assisted Katelin with activities as needed.
* February 24th Area V Envirothon Workshop at Longwood went well with 71 High School students attending. Shout out to Jonathan, Katelin, Dustin and Frito Lay( donated 200 Bags of chips).
* Area V meeting at the Spring House Restaurant was March 1, 2023 at the Spring House Restaurant. This event was a success with over 80 in attendance.
* Farmer’s Breakfast event on March 9, 2023 at the Spring House Restaurant was also a successful event with 31 in attendance. The Envirothon Competition will be held on April 18th at Holliday Lake Education Center with our District hosting along with the Peaks of Otter District. Scheduled Annual inspection of vehicles, with oil change and tire rotation.
* Submitted camping scholarship for Camp Woods and Wildlife.
* Submitted approval for trailer purchase with Leonard and for Grophen to do graphic for Underground classroom.
* Picked up awards for the Envirothon competition.

Prior to our April meeting we will need to hold Personal, Budget & Finance and Education meetings.

Meetings are on file.

Golf Tournament is Wednesday May 3, 2023 10 am location information will be provided soon,Admin/ Director Admin/ Ops Training will be Tuesday May 9th at Drury Hotel 11049 W. Broad St, Glen Allen, VA 23060. Jonathan and I will be attending. Let me know if you would like to attend.

Our next Board of Directors meeting will be on Thursday, April 27, 2023 at 6 p.m

**10-Timberlake WID-update provided by Doug Perrow**

**Doug Perrw provided an update and stated that the Campbell Co Board voted not to sale the property near Greenway Park and the Timberlake WID to have it turned into a runway. The lake is looking good at this time. VDOT is hoping to still consider improvements to fix the run off issues.**

**REPORT OF COMMITTEES:None**

**UNFINISHED BUSINESS– None**

**NEW BUSINESS- None**

**PUBLIC COMMENT - None**

**ANNOUNCEMENTS – None**

**ADJOURNMENT -** The Chairman adjourned the meetingat 6:44 p.m.**Approved(Payne, Angulo 10/0)**

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Jeff Floyd,Chairman Cindy Miller, Office Administrator