## 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**

**August 24, 2023 – 6:00 p.m.**

**Directors**: Jeff Floyd, Chairman

(Present) Brandon Schmitt, Co-Chairman

 Karen Angulo

 Bonnie Swanson

**Directors:** Jeff Floyd, Chairman

(Absent) Brandon Payne

 Jennifer Elliott

 Doug Perrow, Treasurer

 Chad Barrett, Assistant Treasurer

 Bruce Jones

**Staff/Partners**: Jonathan Wooldridge, RELSWCD District Manager/Sr. Ag BMP Cons. Spec.

(Present) Cindy Miller, RELSWCD Office Administrator

 Katelin Savage, RELSWCD Conservation Education Specialist

 Kelly Burke, NRCS District Conservationist

 Mark Hollberg, DCR Conservation District Coordinator

**Staff Absent:** Dustin Woodall, Conservation Tech

**Others:** None

**Call to order:** Theregular meeting of the Robert E. Lee Soil and Water Conservation District Board of Directors was called to orderAugust 24, 2023 at 6:00 p.m., byJeff Floyd, Chairman,atThe Spring House Restaurant, 9789 Richmond Hwy, Lynchburg, Virginia. **A quorum was not present.**

**Adopting the Agenda:**Jeff Floyd, Chairman – No motion as a quorum was not present.

**Acknowledgementof Guests:** None.

**Reading and Approving of theJuly 27, 2023 Minutes**: Jeff Floyd-Chairman – No motion as a quorum was not present.

**REPORT OF OFFICERS/PARTNERS/STAFF**

**1-Treasurer’s Report–July 2023–Doug Perrow, Treasurer**(absent), Directors reviewed 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, CDCpresented theAugust 2023report. (Copy filed with minutes).

Administration and Cost-Share:

> FY24 Annual Plan of Work (board approval required), include partnership statement.

> Dedicate unobligated reserves greater than 12 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

> FY23 Annual Report including “partnership acknowledgement” statement (due to CDC Sept. 30)

Va Ag Cost Share:

First quarter cost share & tech assistance disbursement letters will be sent to Districts on August 24. A number of VACS bmps require nutrient management plans to be on file before payments or tax credits are issued (see pages 1 – 4 of the PY24 VACS manual). From page II-16 in the PY2024 VACS manual, “BMPs initiated prior to submitting a cost share or

tax credit application are not eligible.” Producers interested in cover crop BMPs need to sign an FY24 Contract

Part 1 prior to planting. Producers seeking an AgBMP Tax Credit on their NRCS project(s) need to do the

same prior to “implementation.” Said NRCS bmp must be VACS eligible and once completed must be certified

as meeting VACS specifications including expectation of using the ‘least cost/technically feasible’ alternative.

End of Lifespan verifications: $200/completed field inspection with results in the verification module by Sept 30 for those with lifespans ending 12/31/23. Extra $50 for ’24 and ’25 verifications done by 9/30.

Miscellaneous

Don’t forget to recognize local Clean Water Farm Award winners. Board approval is required. Meeting and training information is on file.

Assessments of SWCD Compliance reports for FY23 Cost-Share and Administrative and Operational Support Grant Agreements reviewed and District Fully Satisfied all requirements.

**3-USDA Natural Resources Conservation Service Report –** Kelly Burke, NRCS District Conservationistgave the August2023 report. (Copy filed with minutes)

Program Updates/ Deadlines are on file.

Environmental Quality Incentives Program (EQIP)

* 27 EQIP Contracts: 4 Amherst, 6 Appomattox, 17 Campbell Co
* 43 Eqip Applications: 12 Amherst, 10 Appomattox, 21 Campbell Co

Conservation Stewardship Program (CSP)

CSP-Grassland Conservation Initiative ( CSP-GCI)::

* 30CSP-GCI:ontracts: 10 Appomattox, 20 Campbell
* 24 CSP Contracts: 4 Amherst, 5 Appomattox, 15 Campbell
* 1 CSP-GCI Applications: 1 Campbell Co
* 7 CSP Applications: 4 Campbell Co, 3 Appomattox

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

Conservation Technical Assistance

* 28 Potential Participants: 15 Campbell Co, 6 Amherst Co, 7 Appomattox Co

**4-Virginia Department of Forestry Report–** BJ Butler, Area Forester– August 2023 report was not provided.

**5-Virginia Cooperative Extension Report–**Bruce Jones, Appomattox VCE Agent- August 2023 report was provided.

1. Backyard Poultry – March 8th – Charlotte County Extension Office – 10-12
2. Commercial Pesticide Recertification – March 7 – Lynchburg (CVCC-Merrit Hall)
3. Blueberry Pruning Workshop – March 20 – Hat Creek – 10am
4. Central VA Cattle Conference – March 24 – Knoll Crest Farm – Red House
5. Youth Cattle Working Area Contest – March 30 – Red Oak, VA
6. VDOT Commercial Pesticide Recertification – April 3 – Lynchburg
7. Central VA Crops Expo – August 18 – Hat Creek

**6-RELSWCD District Manager/Sr. Ag BMP Conservation Specialist Report:** Jonathan Wooldridge gave theAugust 2023report (copy filed with minutes).

**Projects:**

Work continues on plans and designs for new projects: monitoring progress on projects under construction; meeting new producers interested in program.

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

**Watershed Dams:**

Watershed dams are doing well and in good shape except for Caldwell. Checking on the dams as the rainfall events happen. Please find information on Caldwell Dam issue on attached sheet. Information is on file at the office.`

**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.

Emailed Richard Tyree at the Dept of taxation but have not received a reply on the matter.

September 27-28 Spot Checks (8)

Verifications: 9 completed

**Clean Water Farm Award:**

Promiseland Farms: Glenn Dye, Appomattox, OCB. Cover crop, Nutrient Management, Precision Ag.

Meeting information is on file.

Hours/Mileage:

160hrs worked 1625 miles traveled

**7-RELSWCD Conservation Technician-**Dustin Woodall provided the August 2023 report (copy filed with minutes).

* Performed monthly duties
* Conducted field visits
* Attended Crop expo
* Attended 2023 Graves Mountain Training

**8-RELSWCD Education Specialist Report-**Katelin Savagegave the August 2023 report(copy filed with minutes).

August Activities and Meetings:

* August 9th: VCAP Q&A Zoom
* August 11th: Crops Expo
* August 22-23rd: Graves Mountain Training Session
* August 25th: VCAP Steering Committee Meeting
* August 30th: VAEE Orientation Meeting

Upcoming Activities:

* September 12th: Appomattox’s Sherriff’s Night

Notes: The final VCAP application was sent to the state board this month and will be reviewed later this week. I completed the redesign of the underground classroom exhibit and we expect the trailer to be ready in January. The outdoor classroom grant applications will open on September 1st and I have a google form set up to collect the applications. I have had meetings with three teachers who are interested in applying this month. I also created and distributed advertisement flyers for the program. I registered to complete the Virginia Environmental Educator certification program and those classes will begin next month.

Proposed Motion: Underground classroom travel areas, application, and website addition.

**9-RELSWCD Office Administrator Report–**Cindy Miller gave the August 2023report(copy filed with minutes).

Monthly duties are kept up to date.

* Continued working on Refresher training for VRS and Quickbooks.
* Worked on record retention item, to open space in fire proff file cabinet to store Dam information.
* Worked on Quickbooks Audit Prep review.

Meeting information is on file.

Our next Board of Directors meeting will be on Thursday, September 28, 2023 at

**10- Timberlake WID –August 2023**– No report was provided.

**REPORT OF COMMITTEES: None**

**UNFINISHED BUSINESS- None**

**NEW BUSINESS- None**

**PUBLIC COMMENT –None**

**ANNOUNCEMENTS –None**

**ADJOURNMENT -** The Chairman adjourned the meetingat 6:54 p.m.

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Jeff Floyd, Chairman Cindy Miller, Office Administrator