

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 Special Meeting Minutes
Robert E Lee Soil & Water Conservation District Office
7631 A Richmond Hwy
Appomattox, VA 24522
June 13, 2024 – 6:00 p.m.

Directors:
(Present) Bruce Jones
Doug Perrow, Treasurer
Bonnie Swanson, Vice Chairman
Jennifer Elliott
Zachary Campbell
Joetricia Humbles
Shepard Landrum
Andrew Rousseau
Leslie Wheaton

Directors: None
(Absent)

Staff/Partners: (Present) Cindy Miller, RELSWCD Office Administrator
Katelyn Savage, RELSWCD Conservation Education Specialist
Dustin Woodall, RELSWCD Conservation Technician
Stacy Horton, CDC

Staff Absent: None

Others: None

Call to Order: The special meeting of the Robert E. Lee Soil and Water Conservation District Board of Directors was called to order June 13, 2024 at 6:02 p.m., by Joetricia Humbles, at The Robert E Lee Soil & Water Conservation District Office 7631A Richmond Hwy Appomattox, VA 24522.

Adopting the Agenda: Joetricia Humbles, Chairman , asked if there were any changes to the agenda. **Motion was made to approve the agenda as presented. Approved (Swanson, Perrow passed 8/0).**

Acknowledgement of Guests: None

REPORT OF OFFICERS/PARTNERS/STAFF

RELSWCD Conservation Technician

Approval requests:

Motion request was made to approve an increased cost share amount for contract 10-24-0022.
10-24-0022 574937 Est cost \$20821.50 CS amount \$20821.50 OCB SL-8H.
Approved (Perrow, Jones passed 8/0).

6:06 Elliott Stepped in

Motion request was made to cancel the contract 10-24-0024. Approved (Jones, Rousseau passed 9/0).

Motion request was made to pay an additional \$1200 payment on contract 10-22-0031 Instance 475560 from the OPS account. Approved (Swanson, Perrow passed 9/0).

REPORT OF COMMITTEES-Personnel Committee minutes were reviewed with the Board of Directors. The following motions were made.

Motion was made to accept the resignation for Cynthia Miller. Approved (Perrow, Jones passed 9/0)

Motion was made to offer the Conservation Technician job to Myra Parr with a starting salary of \$46500 and a start date of June 17th. Approved (Perrow, Whealton passed 9/0).

Motion was made to add Office Administrator duties to Katelyn Savage job description and to approve her to be added to the bank signature card. Approved (Perrow, Swanson passed 9/0).

Motion was made to keep Cynthia Miller on payroll as needed till Jan 2025 at the rate of \$25 per hour to assist Katelyn Savage as needed on Office Administrator duties. Approved (Perrow, Whealton passed 9/0).

Motion was made to have the position of Conservation Tech/ Dam Maintenance and Conservation Tech as Salaried 40 hours for VRS purposes. Approved (Perrow, Swanson passed 9/0).

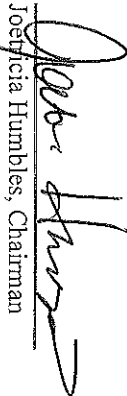
UNFINISHED BUSINESS- None

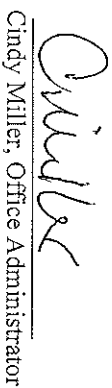
NEW BUSINESS- None

PUBLIC COMMENT -None

ANNOUNCEMENTS – Timberlake WTD will attend our July BOD meeting and would like to be first on the agenda.

ADJOURNMENT - The Chairman adjourned the meeting at 7:36 p.m. Approved (Whealton, Perrow passed 9/0)


Joerjicia Humbles, Chairman


Cindy Miller, Office Administrator