



**Piedmont Soil and Water Conservation District Board of Directors
Meeting Minutes
Farmville, Virginia
April 25, 2017 11:00 a.m.**

Board Members Present:

Larkin Moyer –Director, Amelia County / Chairman
Wilkie Chaffin –Director, Prince Edward County / Treasurer
Chuck Arnason –Director, Nottoway County / Secretary
Bill Powers –Director, Prince Edward County
Haley Norton- Appointed Director, VCE Nottoway County
Juan Whittington –Appointed Director, Amelia County
Gary Dillard – Associate Director, Amelia County
Horace Adams- Associate Director, Prince Edward County

Board Members Absent:

Ricky Rash – Director, Nottoway County/Vice Chairman
Donna Kerr – Director, Amelia County

Piedmont SWCD Staff Present:

Deanna Fehrer- District Manager
Charlie Wootton- Senior Conservation Specialist
Kevin Dunn- BMP Conservation Technician
Emily Gibbs- Urban & Program Support

Others Present:

Blair Gordon – DCR, Conservation District Coordinator

CALL TO ORDER & WELCOME:

A regular meeting of the Piedmont SWCD Board of Directors was held in the conference room of the Prince Edward County Natural Resources and Agricultural building on April 25, 2017. Chairman Moyer called the meeting to order, welcomed directors, and staff, and led the group in prayer. A quorum was present.

ADDITIONS TO THE AGENDA:

Several additions to the agenda will be addressed during the appropriate committee report.

SECRETARY'S REPORT:

On motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous vote, the Board accepted the March 27, 2017 minutes as presented.

TREASURER'S REPORT:

On motion by Mr. Arnason, seconded by Dr. Chaffin and carried by unanimous vote, the Board accepted the March 2017 Treasurer's Report to be filed as presented for audit.

CONSERVATION COMMITTEE: *(See attached Conservation Report)*

Cancellations and approvals

On motion by Mr. Arnason, seconded by Ms. Norton and carried by unanimous vote, the Board approved the cancellation of contract 05-16-0077 in the amount of \$10,401.60 cost share funds (information below). Ms. Gordon will check into the possibility of moving the funds to PY15 to assist with SL6 backlog practices.

Cancellation - Amelia

Frank Tyler (BMP-CB) (05-16-0077)	SL-6 Stream Exclusion with Grazing Land Management (2000')	Estimated Cost	\$ 13,002.00
		Estimated Cost-Share	\$ 10,401.60
		Estimated Tax Credit	\$ 650.10

On motion by Mr. Arnason, seconded by Mr. Whittington and carried by unanimous vote, the following five (5) DEQ 319(h) Residential Septic Cost-Share applications totaling \$12,375 were approved: (Ms. Gibbs reported on the specifics of each practice)

Prince Edward

Wayne M. Falls (05-17-0050)	RB-4 Septic System Replacement	Estimated Cost	\$ 3,700.00
		Estimated Cost-Share	\$ 1,850.00

Jesse W. Yeatts (05-17-0055)	RB-4 Septic System Replacement	Estimated Cost	\$ 4,700.00
		Estimated Cost-Share	\$ 2,350.00

Daniel C. Tharp (05-17-0062)	RB-1 Septic System Pumpout	Estimated Cost	\$ 300.00
		Estimated Cost-Share	\$ 150.00

Charles F. Handley (05-17-0064)	RB-4 Septic System Replacement	Estimated Cost	\$ 3,750.00
		Estimated Cost-Share	\$ 1,875.00

Willie Hartwell, Jr. (05-17-0063)	RB-4P Septic System Replacement with Pump system	Estimated Cost	\$ 8,200.00
		Estimated Cost-Share	\$ 6,150.00

On a motion by Mr. Arnason, seconded by Mr. Whittington and Ms. Norton, and carried by unanimous vote, an emergency repair was approved by the Conservation Committee on April 11, 2017 for Charles McKay, contract 05-17-0065, RB4 Septic System Replacement in the amount of \$3,450.

On a motion by Mr. Arnason, seconded by Mr. Whittington, and carried by unanimous vote, the following Virginia Conservation Assistance Program (VCAP) Applications totaling \$84,545 were approved: (Ms. Fehrer reported on each specific practice)

Walk2Campus (05-17-001)	BR Bioretention .36ac impervious area treated	Estimated Cost	\$39,000
Tax Parcel 23A4-1-16-8		Estimated Cost-Share	\$20,000

Walk2Campus (05-17-002)	ISR Impervious Surface Removal 937sq ft	Estimated Cost	\$2,342.50
Tax Parcel 23A4-1-16-7		Estimated Cost-Share	\$2,342.50

Walk2Campus (05-17-003)	PP Permeable Paving .06ac impervious area treated	
	Estimated Cost	\$27,000
Tax Parcel 23A4-1-16-7	Estimated Cost-Share	\$20,000
Walk2Campus (05-17-004)	ISR Impervious Surface Removal 881sq ft	
	Estimated Cost	\$2,202.50
Tax Parcel 23A4-1-16-6	Estimated Cost-Share	\$2,202.50
Walk2Campus (05-17-005)	PP Permeable Paving .06ac impervious area treated	
	Estimated Cost	\$27,000
Tax Parcel 23A4-1-16-6	Estimated Cost-Share	\$20,000
Walk2Campus (05-17-006)	IT Infiltration Trench .27ac impervious area treated	
	Estimated Cost	\$30,000
Tax Parcel 23A4-1-16-2,3,6	Estimated Cost-Share	\$20,000

Conservation Plans – (94): Mr. Wootton reported:
Amelia (1) Oakmulgee Diary

On motion by Mr. Whittington, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the conservation plan as presented with Mr. Moyer absent from the room during discussion and voting.

VACS FY18 Secondary Considerations (see attached):

Mr. Wootton reviewed the draft secondary considerations and ranking sheet. **On a motion by Mr. Arnason, seconded by Dr. Chaffin and carried by unanimous vote, the Board approved the FY18 secondary considerations for submission to DCR.**

VACS FY18 Average Cost List (see attached):

Mr. Wootton reviewed the draft FY18 average cost list for agricultural practices. He noted that pipeline costs have been adjusted and reflect a 5% increase. **On a motion by Mr. Arnason, seconded by Ms. Norton and carried by unanimous vote, the Board approved the FY18 VACS cost list.**

FINANCE: Ms. Fehrer reported:

The District submitted a grant proposal in October 2016 to the Chesapeake Bay Restoration Fund for a pollinator habitat establishment and education project that would help to install pollinator habitat at several state parks, Prince Edward County schools, and the Longwood University Environmental Education Center. The proposal was accepted and recommended to receive grant funding. **On motion by Mr. Whittington, seconded by Mr. Arnason and carried by unanimous vote, the Board approved a grant agreement with the Chesapeake Bay Restoration Fund, grant # 17-026 in the amount of \$5,500 for pollinator habitat projects in Prince Edward County.**

The Finance Committee will meet prior to the May Board meeting.

PLANNING: Ms. Haley reported:

The Annual Plan of Work for April, May and June was reviewed by the Board.

Last month, Mike Foreman, facilitated a discussion to set goals for the next four year strategic plan. Mr. Foreman then took information from the discussion and surveys and developed a set of goals. Staff further refined the document and added several strategies, objectives and measurements. Ms. Fehrer reviewed the draft document and asked for any changes to be sent to her by May 15th. A final document will be presented at the May Board meeting for adoption.

WATERSHED: Ms. Fehrer reported:

DCR has awarded small dam repair funds (\$64,000) for seven district dam repairs that include the following: Buffalo #1 \$21,000 to expand an underdrain system in the EMSW; Buffalo #2 \$10,000 for engineering design costs for a training berm repair; Buffalo #2 \$7,000 for outfall basin repair; Buffalo #3 \$7,000 for outfall basin repair; Buffalo #6 \$5,000 outfall basin repair, and Buffalo #7 & #8, \$7,000 each for outfall basin repairs. The repair needs were identified by Charles Wilson, DCR Dam engineer, along with Ms. Fehrer on last year's inspections. Grant agreements will be forthcoming. **On a motion by Mr. Arnason, seconded by Dr. Chaffin and carried by unanimous vote, the Board approved for Mr. Arnason to sign the seven grant agreements.**

The District has received letters from USDA-NRCS documenting the expiration of the operation and maintenance agreements for the following dams that have reached their economic lifespan: Buffalo #4, Buffalo #5 and Buffalo #7. The expiration of the O&M agreements will allow the District to proceed with any repairs without needing approval from NRCS. The correspondence will be placed on file.

LEGISLATIVE: Dr. Chaffin reported

Darryl Glover, DCR Soil and Water Division, shared with the VASWCD Board his report that included several DCR updates including the status of CREP funding (State CREP funding has been exhausted for PY17).

PERSONNEL: Mr. Dillard reported

All staff evaluations have been completed and are on file for Directors to review. Recommendations for salary changes will be made to the Finance Committee.

COMMUNICATION / EDUCATION: Mr. Powers reported:

One application for Youth Conservation Camp was received. **On a motion by Mr. Powers, seconded by Mr. Arnason and carried by unanimous vote, the Board approved a scholarship valued at \$550 for Mr. Nazario Giles from Amelia to attend Youth Conservation Camp.**

Mr. Powers would like the Education Committee to meet before next year's scholarship program begins, to review and make necessary changes to the ranking sheets and applications. Clarification of the inclusion of staff in ranking and making recommendations for applicants will also be discussed.

DISTRICT MANAGER REPORT: Ms. Fehrer reported (See attached report)
The first of the Women Landowners Workshops was held on April 11 with 18 participants.

Due to conflicts with the regularly scheduled August Board meeting and VACDE Graves training, the August Board meeting has been rescheduled for Tuesday, August 29, 2017.

AGENCY REPORTS:

Department of Conservation and Recreation: Ms. Gordon reported (See attached report)
Ms. Gordon reviewed her report and reminded staff and directors of several upcoming deadlines. She recapped the update to the CREP program including the change in FY18 that applications will be funded by the state match at 25%, a change from the 50% match.
The Ag Technical Advisory Committee will begin their new workload earlier this year and districts have until May 31, 2017 to submit to Gary Moore any program changes and suggestions.

Natural Resources Conservation Service: (See attached report)

Virginia Cooperative Extension:

Ms. Norton reminded the group of several upcoming VCE sponsored workshops: “How to start a Sheep/Goat operation” to be held at VSU and a reminder of the VA Small Grains Field Day at Featherstone Farm (PSWCD will be a sponsor). Information can be found on the VCE website.

The Tobacco Commission has provided another round of grant funding to assist with agricultural needs including pasture watering systems, grain bins, etc. VCE will be administering the grants and farmers from Amelia, Nottoway and Prince Edward counties are eligible.

ADJOURNMENT:

The meeting was adjourned at 1:00 PM.

ATTACHED REPORTS:

- Conservation Report
- FY18 Secondary Considerations & Cost List
- District Manager Report
- DCR CDC Report
- NRCS Report

Submitted By _____ Date: _____
Amanda Hancock, Piedmont SWCD Staff

Approved By: _____ Date: _____
Charles Arnason, Director / Secretary