



**Piedmont Soil and Water Conservation District Board of Directors  
Meeting Minutes  
Farmville, Virginia  
May 23, 2017 11:00 a.m.**

**Board Members Present:**

Larkin Moyer –Director, Amelia County / Chairman  
Ricky Rash – Director, Nottoway County/Vice Chairman  
Wilkie Chaffin –Director, Prince Edward County / Treasurer  
Chuck Arnason –Director, Nottoway County / Secretary  
Donna Kerr – Director, Amelia County  
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

**Piedmont SWCD Staff Present:**

Deanna Fehrer- District Manager  
Charlie Wootton- Senior Conservation Specialist  
Amanda Hancock- Admin/Education Coordinator  
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 May 23, 2017. Chairman Moyer called the meeting to order, welcomed directors, and staff, and led the group in prayer. A quorum was present. A Personnel/Finance Committee meeting was held prior to the Board meeting.

**ADDITIONS TO THE AGENDA:**

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

**SECRETARY'S REPORT:**

**On motion by Dr. Chaffin, seconded by Mr. Arnason and carried by unanimous vote, the Board accepted the April 25, 2017 minutes as presented.**

**TREASURER'S REPORT:**

**On motion by Mr. Arnason, seconded by Ms. Kerr and carried by unanimous vote, the Board accepted the April 2017 Treasurer's Report to be filed as presented for audit.**

CONSERVATION COMMITTEE: (See attached Conservation Report)Cancellation:Amelia

Redfield Farm	SL-1 Long Term Veg. Cover on Cropland (17.8ac)		
(BMP-CB)		Estimated Cost	\$ 5,329.10
(05-17-0032)		Estimated Cost-Share	\$ 4,863.85
		Estimated Tax Credit	\$ 256.99

**On motion by Ms. Kerr, seconded by Mr. Rash and carried by unanimous vote, the Board approved the cancellation of contract 05-17-0032.**

Ag Cost-Share Approvals:Amelia

Bobby O. Stockner	SL-6 Stream Exclusion with Grazing Land Management (7,000')		
(RCPP-CB)		Estimated Cost	\$ 67,402.24
(05-17-0066)		Estimated Cost-Share	\$ 16,850.56

**On motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the Ag Cost-Share application as presented.**

DEQ 319(h) Residential Septic Cost-Share Approvals:Prince Edward

Mary Craft	RB-1 Septic System Pumpout		
(05-17-0069)		Estimated Cost	\$ 300.00
		Estimated Cost-Share	\$ 150.00

Courtney Benson	RB-1 Septic System Pumpout		
(05-17-0070)		Estimated Cost	\$ 300.00
		Estimated Cost-Share	\$ 150.00

Amelia

Anna M. Borum	RB-1 Septic System Pumpout		
(05-17-0068)		Estimated Cost	\$ 300.00
		Estimated Cost-Share	\$ 150.00

Pre-Approvals by Conservation Committee during Interim

Samuel L. Poulston	RB-4 Septic System Replacement		
(05-17-0067)		Estimated Cost	\$ 3,950.00
		Estimated Cost-Share	\$ 2,962.50

\*\*Eligible for 75% cost-share based on income eligibility guidelines.\*\* Additional funding of \$675.00 from Titmus Foundation grant authorized for a total of \$3,637.50 applied to contract.

**On motion by Mr. Arnason, seconded by Ms. Kerr and carried by unanimous vote, the Board approved the DEQ 319(h) Residential Septic Cost-Share applications as presented.**

Conservation Plans for Approval:Amelia (2)

1. Bobby Stockner
2. Brandon LLC

**On motion by Mr. Rash, seconded by Ms. Kerr and carried by unanimous vote, the Board approved the Conservation Plans as presented.**

Informational Items:

## PSWCD BMP PY-17 Program Funding

Chesapeake Bay	\$ 36,701.63
Outside Chesapeake Bay	\$ 85.02
SL-6 CB Pending retirement	\$ 2,482.00
319 Septic Grant – Flat/Nibbs Creek	\$ 155,254.75
319 Septic Grant – PE County TMDL	\$ 233,536.00

PERSONNEL: Mr. Dillard reported

The Personnel/Finance Committee met prior to the Board meeting. The committee reviewed the following personnel items: 1) a request from Ms. Hancock to telework two days per week; 2) a change for Ms. Gibbs from part-time status to full-time status

Ms. Hancock's Telework Request:

**On a recommendation from the committee, seconded by Mr. Whittington and carried unanimously, the request for teleworking was denied and the following alternate work accommodation will be offered to Ms. Hancock: Change in FLSA status to non-exempt and compensated at an hourly rate (based on current salary); annual and sick leave earned on a pro-rated basis as long as work hours are more than 130 hours/ month; all other benefits remain the same.**

Ms. Gibbs' Work Status

**On a recommendation from the committee, seconded by Mr. Arnason and carried unanimously, Ms. Gibbs' employment status will change from part-time to full-time starting July 1, 2017. An updated job description is on file.**

FINANCE:

The Personnel/Finance Committee met prior to the Board meeting. The committee reviewed the following finance items: 1) FY18 budget; 2) Memorandum of understanding with Peter Francisco SWCD; and 3) an USDA-NRCS lease agreement.

Piedmont SWCD FY18 Budget (see attached):

**On a recommendation from the committee, seconded by Mr. Powers and carried unanimously, the FY18 budget of \$559,722 was approved. The budget includes level funding for dam maintenance and operations. Agriculture cost share funding includes \$203,875 for the Chesapeake Bay watershed and \$11,457 for Outside the Chesapeake Bay watershed. Staff compensation includes merit increases for all staff (details on file in the district budget working papers).**

MOU with Peter Francisco SWCD:

**On a recommendation from the committee, seconded by Mr. Whittington and carried unanimously, a Memorandum of Understanding between Piedmont SWCD and Peter Francisco SWCD (PFSWCD) was approved for the contract services of Ms. Gibbs to assist PFSWCD in the implementation of their 319 Residential Septic Grant starting immediately thru December 31, 2017. The roles, responsibilities, compensation and timeline are outlined in the MOU, which is on file at the District office.**

USDA-NRCS Rental Agreement:

**On a motion from Dr. Chaffin, seconded by Mr. Arnason and carried unanimously, the USDA-NRCS grant agreement #68-33A7-17-64 of \$7,672.50 was approved. The agreement is for District space from October 2016-June 2017.**

The committee reported they are reviewing insurance policies and will present any proposed changes at the next board meeting.

PLANNING: Ms. Norton reported:Piedmont SWCD 2017-2021 Strategic Plan

**On motion by Ms. Norton, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the Piedmont SWCD 2017-2021 Strategic Plan.**

WATERSHED: Ms. Fehrer reported:

Mr. Wootton has prepared designs for several Buffalo dams that will require outfall pool repairs. The District will require three estimates from contractors who can perform the work.

Matt Lyons, NRCS State Engineer recently inspected two dams, including Buffalo #1 to examine seepage issues, and Buffalo #2 for training berm upgrade. Allocated funds from DCR's small dam repairs will be used to address these issues.

Dam mowing will begin June 1, 2017 with weather permitting.

LEGISLATIVE: Dr. Chaffin reported

Director training and the VASWCD Board meeting will take place at the Stonewall Jackson Hotel in Staunton, VA June 20-21, 2017.

COMMUNICATION / EDUCATION: Ms. Hancock reported:

The 2017 Youth Conservation Poster Contest was a great success, receiving over 400 entries. This year's theme was "Healthy Soils are Full of Life". The grand winner was Ishaan Taylor-Hendy, Jr., a first grader from Prince Edward Elementary School.

The 2017 State Envirothon Competition took place May 21-22, 2017 at Virginia State University. Fuqua School represented Piedmont SWCD at the competition and placed 6<sup>th</sup> out of 16 teams.

Nature Day Camp will take place June 19-22, 2017 at Twin Lakes State Park for students ages 10-13 years old. The camp is in partnership with our local extension agents and will focus on soil, water, forestry and wildlife. The students will take part in several hands-on activities and hear from natural resource professionals.

DISTRICT MANAGER REPORT: Ms. Fehrer reported (See attached report)

Ms. Fehrer passed around a sign-up sheet for directors to choose informational items they may want to include in the director notebooks for meetings and at home.

AGENCY REPORTS:

Department of Conservation and Recreation: Ms. Gordon reported (See attached report)

Natural Resources Conservation Service: (See attached report)

Virginia Cooperative Extension:

Ms. Norton reminded the group of an upcoming VCE sponsored workshop for new and beginning farmers where participants can experiment with a financial simulator. Information can be found on the VCE website.

Other Items:

Mr. Whittington reported a great turnout for the 2017 Small Grain Field Day that was held at Featherstone Farm in Amelia, VA.

Ms. Fehrer reported that Derek Hancock will be sending out to directors, staff and partners, a Google survey to get feedback about USDA programs. This will serve as the Local Working Group meeting that is normally held in June.

ADJOURNMENT:

The meeting was adjourned at 12:25 PM.

ATTACHED REPORTS:

- Conservation Report
- Piedmont SWCD FY18 Budget
- District Manager Report
- DCR CDC Report
- NRCS Report

Submitted By \_\_\_\_\_ Date: \_\_\_\_\_  
Amanda Hancock, Piedmont SWCD Staff

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Charles Arnason, Director / Secretary