



**Piedmont Soil and Water Conservation District  
Board of Directors Meeting Minutes  
Farmville, Virginia  
June 20, 2019 11:00 a.m.**

**Board Members Present:**

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

**Board Members Absent:**

Donna Kerr – Director, Amelia County  
Juan Whittington –Appointed Director, Amelia County  
Ricky Rash – Director, Nottoway County/Vice Chairman  
Gary Dillard – Associate Director, Amelia County

**Piedmont SWCD Staff Present:**

Deanna Fehrer- District Manager  
Emily Gibbs – Residential Program Support  
Kevin Dunn – BMP Conservation Specialist  
Charlie Wootton – Senior Conservation Specialist

**CALL TO ORDER & WELCOME**

A regular meeting of the Piedmont SWCD Board of Directors was held at the Prince Edward Natural Resources and Agriculture Building in Farmville on Thursday, May 20, 2019. Chairman Moyer called the meeting to order, welcomed directors, staff, and partners and led the group in prayer. A quorum was present. Additions to the agenda include a discussion about maintenance needed to remove beavers from two watershed dams.

**SECRETARY’S REPORT**

**On a motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous vote, the Board approved the May 28, 2019 minutes as presented.**

**TREASURER’S REPORT**

**On a motion by Dr. Chaffin, seconded by Mr. Arnason and carried by unanimous vote, the Board accepted the May 2019 Treasurer’s Report as presented to be filed for audit.**

**CONSERVATION REPORT**

**VACS Application Approvals**

**On a motion by Mr. Arnason, seconded by Ms. Norton and carried by unanimous vote, the Board approved the following VACS applications totaling \$39,359.00:**

Nottoway

Sharelo Farm  
**05-19-0106**  
 (CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (3,970')  
 Estimated Total Cost     **\$3,970.00**  
 Estimated Incentive       **\$3,970.00**

Prince Edward

Robert Jones  
**05-19-0039**  
 (CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (10,950')  
 Estimated Total Cost     **\$10,950.00**  
 Estimated Incentive       **\$10,950.00**

Wanda C. Hamlett

**05-19-0103**  
 (CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (3,640')  
 Estimated Total Cost     **\$3,640.00**  
 Estimated Incentive       **\$3,640.00**

Donald J. Sura

**05-19-0102**  
 (CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (2,449')  
 Estimated Total Cost     **\$2,449.00**  
 Estimated Incentive       **\$2,449.00**

W. Delbert Southall Jr.

**05-19-0104**  
 (CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (7,400')  
 Estimated Total Cost     **\$7,400.00**  
 Estimated Incentive       **\$7,400.00**

Amelia

Joseph Watt Gills  
**05-19-0107**  
 (CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (10,950')  
 Estimated Total Cost     **\$10,950.00**  
 Estimated Incentive       **\$10,950.00**

Mr. Dunn explained that information was sent out via SWCD and VCE email list serves and websites advertising the SWCD had additional VACS funding for CCI-SE1 practices until June 14, 2019 and applications would be taken on a first come first serve basis until funds were depleted.

**DEQ 319(h) Residential Septic Application Approvals**

**On a motion by Mr. Powers, seconded by Dr. Chaffin and carried by unanimous vote, the Board approved the following septic applications totaling \$1,950.00:**

Flat Creek, et al.

Nancy Martin  
**(05-19-0101)**  
 Nottoway County

**RB-1 Septic Tank Pump Out**

Estimated Cost           \$ 300.00  
 Estimated Cost-Share     \$ 150.00 (50% cost-share rate)

\*Emergency pre-approval due to sewage backing up into house.\*

Eleanor Drebeck  
**(05-19-0107)**  
 Nottoway County

**RB-3R Conventional Onsite Sewage System Non-Permitted Repair**

Estimated Cost           \$ 2,000.00  
 Estimated Cost-Share     \$ 1,800.00 (90% cost-share rate)

**Agricultural Conservation Plans**

**On a motion by Mr. Arnason, seconded by Ms. Norton and carried by unanimous vote, the Board accepted the following Agricultural Conservation Plan (1).**

**Nottoway ( 1)**

Terry Greer - BMP

**BMP Carryovers**

**On a motion by Mr. Arnason, seconded by Ms. Norton and carried by unanimous vote, the Board accepted the attached BMP carryover report (to approve BMP contracts to carryforward to next program year) as presented.** (See attached)

**VACS Application**

Mr. Wootton had a client in the “Outside the Bay” watershed who was interested in applying for cost share for a FR1 (Tree planting) practice. All funding had previously been obligated, but one outstanding contract (Spencer) will be paid before June 30, 2019 and there will be funding leftover due to applicant not fully installing all the estimated components. In order to obligate all the funds, Mr. Wootton asked the Board if they would approve giving him the authority to obligate the funds for the FR1 contract (upon receipt of a signed application) and then to amend the carryover report reflecting the carryover of the application. **On a motion by Dr. Chaffin, seconded by Mr. Arnason and carried by unanimous vote, the Board gave the staff permission to approve the FR1 practice for FY19 and obligate funds at an amount no more than \$6,224.**

**FINANCE**

**On a motion by Dr. Chaffin, seconded by Ms. Norton and carried by unanimous vote, the Board approved the following DCR FY20 grant agreements:**  
**#5030OPS-20-34-GF (Administrative/Operations) for \$211,880, which includes \$42,000 for dam maintenance and \$169,880 for operations;**  
**#503CSTA-20-34-CF (VACS Cost Share and Technical Assistance) for \$1,112,103, which includes \$921,884 for Chesapeake Bay VACS BMP funding; \$35,687 for OCB VACS BMP funding; and \$154,532 for technical assistance funding.**

The Finance Committee met prior to this Board meeting to finalize the FY20 Budget, FY21 Budget Template, grant agreements, contracts and review of DCR Desktop guide. **On a motion by Mr. Arnason, seconded by Dr. Chaffin and carried by unanimous vote, the Board approved a FY20 budget of \$1,336,109.00 as presented.** The budget includes the two grant agreements approved in the previous motion, level funding from localities, balances from 319 grants for personnel costs and estimated revenues from equipment rental program. The budgeted amounts reflect changes in staff salaries and fringe; a VACS program support contract, and regular operating expenses. A copy is on file at the office with details about salary changes reflected in budget work papers. An “Employee Change” form will be completed and signed by Chairman Moyer reflecting the changes in employee compensation. The ‘technical assistance’ amount in the FY20 budget is less than the approved grant agreement. The budget for technical assistance was adjusted to reflect the possibility of having to return VACS funds and the stipulation in the grant agreements that specifies SWCD must return unobligated VACS funds along with calculated technical assistance funds. DCR provided a spreadsheet to help determine technical assistance based on the estimate of what VACS funding the SWCD anticipates to obligate. A copy of the calculation is included in the budget work papers.

**On a motion by Dr. Chaffin, seconded by Ms. Norton and carried by unanimous vote, the Board approved the attached FY21 Budget Template (Attachment D).** The Attachment D is a requirement of the DCR Admin/Ops grant and is a projection of funding needs for FY21. A copy is on file at the office.

During the May PSWCD Board meeting, the Board approved hiring a consultant to assist with the VACS program. **On a motion by Dr. Chaffin, seconded by Mr. Arnason and carried by unanimous vote, the Board approved a contract with consultant, Paula Totten, to provide program support, not to exceed 1000 hours at \$20/hour.** A copy is on file at the office.

The Finance Committee approved the May 28, 2019 Finance Committee minutes as presented. The full Board reviewed the minutes and the minutes will be filed as approved.

### **PLANNING**

Director Donna Kerr submitted a resignation letter and expressed her gratitude for being able to serve a long term on the Board and wished the PSWCD continued success. **On a motion by Ms. Norton, seconded by Mr. Powers and carried by unanimous vote, the Board accepted the resignation.** The State Soil and Water Board will formally recognize the resignation at the September 2019 meeting. Due to the fact that elections will be occurring in November 2019, the PSWCD Board decided not to pursue the process of appointing a replacement. The quorum requirement for PSWCD will now be four directors, until the position is filled by the general election process.

Ms. Norton reviewed the Annual Plan of Work (July 2019-September 2019) with the Board and staff.

The July Board of Directors meeting will be held on the normal meeting date of Tuesday, July 23, 2019.

### **WATERSHED**

Bush #2 and Bush #5 watershed dams are experiencing problems with beavers building huts around the riser towers, which is causing rising water levels. Bush #5 had previously experienced the same problem in Fall 2018. The beaver debris was removed and it was thought the landowners removed the beavers. Mr. Arnason and Mr. Powers explained the process the contractor has proposed for removing the beavers using traps. There was discussion about ways to deter beavers to prevent this from occurring in the future. Ms. Fehrer will bring up the discussion at the next DCR Dam Workgroup meeting. **On a motion by Mr. Arnason, seconded by Ms. Norton and carried by unanimous vote, the Board accepted an addendum to the current dam maintenance contract to include \$500 per dam for removal of beaver debris; \$1,500 per dam for removal of beavers; and \$250/dam to remove beavers and any beaver debris that may have accumulated in riser towers during the Fall trapping season as needed.**

### **LEGISLATIVE**

Dr. Chaffin reported the VASWCD tour for the Secretary of Natural Resources and Secretary of Forestry/Agriculture hosted by the Piedmont SWCD went well. A farm tour at Don Benson's

farm provided an opportunity for the decision makers to see agricultural BMPs in action and hear the concerns and support for continued VACS funding.

**PERSONNEL**

No report.

**COMMUNICATION / EDUCATION**

Mr. Powers reported some upcoming education events including Farm Safety Day, Youth Conservation Camp, VACDE training and Farm and Family Day.

**DISTRICT MANAGER REPORT** *(See attached report)*

**PARTNER AGENCY REPORTS:**

Department of Conservation and Recreation: *(See attached report)*

Natural Resources Conservation Service: *(See attached report from Rachel Loveday)*

Virginia Cooperative Extension:

Ms. Norton provided a flyer advertising the upcoming Farm Safety Day on July 26, which will be held at SPAREC in Blackstone. The District will have an exhibit. More information may be found on the VCE website.

**ADJOURNMENT:**

The meeting was adjourned at 12:30 p.m.

**ATTACHED REPORTS:**

Conservation Report and Carryover Report; FY20 Budget; FY21 Budget Template; DCR CDC Report; Staff report; NRCS Amelia Service Center Report; VCE flyer.

Submitted By \_\_\_\_\_ Date: \_\_\_\_\_  
Deanna Fehrer, Piedmont SWCD Staff

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