



**Piedmont Soil and Water Conservation District
Board of Directors Meeting Minutes
Farmville, Virginia
May 28, 2019 11:00 a.m.**

Board Members Present:

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

Board Members Absent:

Donna Kerr – Director, Amelia County
Bill Powers –Director, Prince Edward County

Piedmont SWCD Staff Present:

Deanna Fehrer- District Manager
Emily Gibbs – Residential Program Support
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 Tuesday, May 28, 2019. Chairman Moyer called the meeting to order, welcomed directors, staff, and partners and led the group in prayer. A quorum was present. There were no additions to the agenda.

SECRETARY’S REPORT

On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board approved the April 23, 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 April 2019 Treasurer’s Report as presented to be filed for audit.

CONSERVATION REPORT

VACS Application Approvals

On a motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the following VACS applications totaling \$37,300.00:

NottowayTerry L. Greer

05-19-0089

(CB VACS)

SI-6 Stream Exclusion with Grazing Land Mgmt. (500')

Estimated Total Cost \$10,492.50

Estimated Incentive \$ 8,394.00

Estimated Tax Credit \$ 524.63

AmeliaHard Acres Farm

05-19-0096

(CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (1,986')

Estimated Total Cost \$1,986.00

Estimated Incentive \$1,986.00

Vaughan Cattle Co.

05-19-0041

(CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (1,350')

Estimated Total Cost \$1,350.00

Estimated Incentive \$1,350.00

Vaughan Cattle Co.

05-19-0041

(CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (7,805')

Estimated Total Cost \$7,805.00

Estimated Incentive \$7,805.00

Bobby O. Stockner

05-19-0002

(CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (7,000')

Estimated Total Cost \$7,000.00

Estimated Incentive \$7,000.00

Hillview Farm of Amelia

05-19-0092

(CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (1,500')

Estimated Total Cost \$1,500.00

Estimated Incentive \$1,500.00

Jack E. Bulls

05-19-0095

(CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (1,100')

Estimated Total Cost \$1,100.00

Estimated Incentive \$1,100.00

Richard Goode

05-19-0094

(CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (6,700')

Estimated Total Cost \$6,700.00

Estimated Incentive \$6,700.00

Elim Springs Farm LLC

05-19-0099

(CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (1,465')

Estimated Total Cost \$1,465.00

Estimated Incentive \$1,465.00

On a motion by Dr. Chaffin, seconded by Ms. Norton and carried by unanimous vote, the Board approved the following VACS application totaling \$1,200.00, with Mr. Moyer absent from the room:

Oakmulgee Dairy Farm

05-19-0007

(CB VACS)

CCI-SE-1 Stream Exclusion- Maintenance (1,200')

Estimated Total Cost \$1,200.00

Estimated Incentive \$1,200.00

DEQ 319(h) Residential Septic Application Cancellation:

On a motion by Mr. Rash, seconded by Dr. Chaffin and carried by unanimous vote, the Board approved the following cancellation totaling \$270.00:

Spring Creek, et al.**Lee Hicks, Jr.****(05-18-0086)**

Prince Edward County

RB-1 Septic Tank Pump Out

Estimated Cost \$ 300.00

Estimated Cost-Share \$ 270.00 (90% cost-share rate)

DEO 319(h) Residential Septic Application Approvals

On a motion by Mr. Rash, seconded by Dr. Chaffin and carried by unanimous vote, the Board approved the following septic applications totaling \$11,200.00:

Flat Creek, et al.**Louise Evans****(05-19-0088)**

Nottoway County

RB-4P Conventional Onsite Sewage System Replacement with Pump

Estimated Cost \$ 9,850.00

Estimated Cost-Share \$ 8,865.00 (90% cost-share rate)

Charles Sobrito, Jr.**(05-19-0093)**

Amelia County

RB-1 Septic Tank Pump Out

Estimated Cost \$ 300.00

Estimated Cost-Share \$ 255.00 (85% cost-share rate)

Wilma Charles**(05-19-0098)**

Amelia County

RB-1 Septic Tank Pump Out

Estimated Cost \$ 300.00

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

Spring Creek, et al.**Kimberly Cozino****(05-19-0090)**

Prince Edward County

RB-1 Septic Tank Pump Out

Estimated Cost \$ 300.00

Estimated Cost-Share \$ 255.00 (85% cost-share rate)

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

Mabelle Bloker**(05-19-0091)**

Prince Edward County

RB-1 Septic Tank Pump Out

Estimated Cost \$ 300.00

Estimated Cost-Share \$ 225.00 (75% cost-share rate)

Angelena Harrison**(05-19-0097)**

Prince Edward County

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

Estimated Cost \$ 2,000.00

Estimated Cost-Share \$ 1,300.00 (65% cost-share rate)

June Douglas**(05-19-0100)**

Prince Edward County

RB-1 Septic Tank Pump Out

Estimated Cost \$ 300.00

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

Mr. Wootton provided information about a program offered through the Department of Forestry and James River Association that helps landowners install buffers. Eligible landowners in the Middle James watershed include agriculture, residential, public lands and commercial properties. The Department of Forestry will provide technical assistance to the landowners.

Ms. Fehrer reminded everyone that the public comment period for the draft Phase III Watershed Implementation Plan is open until June 7, 2019.

Mr. Rash reported he represented the VASWCD during a meeting with Department of Environmental Quality regarding the revolving BMP loan program, which is being reinstated

with zero interest and provisions for loan forgiveness. The VA Resource Authority will be administering the program and Farm Credit will be reviewing applications for DEQ. Mr. Rash cautioned about the tax implications of the loan program, especially in regards to loan forgiveness.

FINANCE

On a motion by Dr. Chaffin, seconded by Mr. Whittington and carried by unanimous vote, the Board approved an extension of Grant # 16143 modification #3, Flat Creek Residential Septic Grant, to December 31, 2019.

On a motion by Dr. Chaffin, seconded by Mr. Rash and carried by unanimous vote, the Board approved revisions to the PSWCD Office Policy. A copy is on file at the office.

On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board approved revisions to the PSWCD IT Policy. A copy is on file at the office.

The Finance Committee met prior to this Board meeting to discuss FY20 Budget and upcoming workload, FY21 Budget Template and several equipment purchases. **On a motion by Mr. Whittington, seconded by Mr. Rash and carried by unanimous vote, the Board approved the purchase of the following IT equipment: 5 desktop computers Lenovo M710 systems with Windows and Microsoft office, monitors per quote from Key Office; 1 laptop computer Lenovo T480 installed with Windows and MS office (Key Office quote); internal networked system for desktops with that service provided by Dickstein Technology.** The total cost is \$8,700.

On a motion by Dr. Chaffin, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the Treasurer and District Manager to review quotes received and to proceed with the lowest quote for purchase of a vehicle. The lowest bid received to date is through eVA (State contract E194-80555, 2019 Nissan Kicks) for \$16,178 delivered. The delivery date is expected in Fall 2019. The District is awaiting one additional quote, but it is expected the quote will not be competitive with the state contract price. Mr. Whittington asked about the cost of a new vehicle and maintenance versus mileage reimbursement for the use of personal vehicles. Ms. Fehrer will provide the Board with an analysis at the end of this year, but based on the .58 IRS mileage reimbursement rate and the amount of travel the staff anticipate, it is predicted to be more economical for the District to provide a vehicle.

The Finance Committee also discussed upcoming workload with the increased VACS funding. Technical staff workload will be focused on field work with a need for assistance with data entry and contract paperwork. **On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board approved to hire a consultant, Paula Totten (prior SWCD and NRCS employee), to provide program support, not to exceed 1000 hours at \$20/hour.** A contract will be forthcoming.

PLANNING

Ms. Norton provided a review of the 2017-2021 Strategic Plan that included YTD performance statistics as related to goals and strategies. Dr. Chaffin suggested the Board have more interaction with localities. Ms. Fehrer suggested the District have an 'open house' type event in

each County prior to the November elections and invite Board of Supervisor members and candidates. There were no additional comments for revisions or updates.

On a motion by Ms. Norton, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the FY20 Annual Plan of Work. Ms. Fehrer reminded everyone it is a working document that provides reminders for staff and directors and will be reviewed each upcoming quarter.

The June PSWCD Board meeting will be changed to Thursday, June 20, 2019 at 11:00am.

Donna Kerr, elected director from Amelia, will not be running for re-election and will probably be unable to attend the remaining meetings in 2019. Ms. Turner will verify if quorum requirements change upon resignation of a Director.

WATERSHED

Last month the Board accepted MOUs from SWCDs with dams for the RFP for engineering services related to District watershed dams. One additional MOU was received after the April Board meeting from Lord Fairfax SWCD. This District will be included in the RFP documents and will be able to participate in the term engineering contract. The dam workgroup met last week and reviewed the RFP. It is expected the Piedmont SWCD will award the contract at the August Board meeting.

LEGISLATIVE

Mr. Rash has been appointed to serve as the VASWCD Legislative Chair and Mr. Arnason was elected as Chair of the Soil and Water Conservation Board. Mr. Rash reported that Chip Jones, President of the VASWCD, will not be seeking re-election and thus will be vacating his office at December 31, 2019. Mr. Whittington mentioned that federal legislation, HR2682 would have an impact on communication and information technology in rural Virginia.

PERSONNEL

On a motion by Mr. Arnason, seconded by Dr. Chaffin and carried by unanimous vote, the Board approved revisions to the Personnel Policy including an additional section on ‘sexual harassment’. A copy is on file at the office.

The Board reviewed and accepted the Personnel Committee meeting minutes of April 23, 2019. Mr. Dillard reminded Directors of the June 15, 2019 deadline to submit any expense reimbursements for this program year. Ms. Fehrer added that the auditors want to see disbursements in the same year as the expense is incurred.

COMMUNICATION / EDUCATION

The Board reviewed and accepted the Education Committee meeting minutes of April 23, 2019. Ms. Fehrer reported the results of the Area V Envirothon and that the Conservation Poster Contest was complete.

DISTRICT MANAGER REPORT *(See attached report)*

PARTNER AGENCY REPORTS:

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

Natural Resources Conservation Service: *(See attached reports from Rachel Loveday and Derek Hancock)*

Virginia Cooperative Extension:

Ms. Norton reminded everyone about the Central Virginia Pasture, Crops & Livestock grant, funded by the Virginia Tobacco Commission. Other upcoming VCE programs include “Landscape Design” workshop (June 14); Pesticide Training (June 18-20); Wool Pool (July 25). More information may be found on the VCE website.

ADJOURNMENT:

The meeting was adjourned at 12:50 p.m.

ATTACHED REPORTS:

Conservation Report; DCR CDC Report; Staff report; NRCS Amelia Service Center Report.

Submitted By _____ Date: _____
Deanna Fehrer, Piedmont SWCD Staff

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