



**Piedmont Soil and Water Conservation District
Board of Directors Meeting Minutes - Farmville, Virginia
November 28, 2023 11:00 a.m.**

Board Members Present:

Larkin Moyer –Director, Amelia County / Chairman
Bill Powers –Director, Prince Edward County / Secretary
Charles “Chuck” Arnason –Director, Nottoway County / Treasurer
Horace Adams- Director, Prince Edward County
Juan Whittington – Appointed Director, Amelia County
Gary Dillard – Associate Director, Amelia County
Dr. Kathy Gee, Associate Director, Nottoway County & Longwood University Faculty
Dr. James Gates, Board member elect, Prince Edward

Board Members, Staff & Partners Absent:

Ricky Rash – Director, Nottoway County /Vice Chairman
Mackenzie Gunn – Associate Director, Amelia County & VCE ANR agent
Tara Ciavarella, NRCS District Conservationist, Amelia

PSWCD Staff Present:

Kelly Atkinson – Education Specialist
Kevin Dunn – Conservation Specialist
Deanna Fehrer - District Manager
Tyler Smith – PSWCD Conservation Technician
Charlie Wootton – Senior Conservation Specialist

Partners Present:

Denney Collins, Conservation District Coordinator, Dept. Conservation & Recreation
Jeremy Evans, NRCS District Conservationist, Nottoway/Farmville
Jordan Rabon, USDA Private Lands Biologist
AJ Austin, FSA

CALL TO ORDER & WELCOME

A regular meeting of the Piedmont SWCD Board of Directors was held at the Prince Edward County Natural Resources and Agriculture building on Tuesday, November 28, 2023. Chairman Moyer called the meeting to order, welcomed everyone and opened the meeting with prayer. A quorum was present.

SECRETARY’S REPORT

On a motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous vote, the Board approved the October 24, 2023 minutes as presented.

TREASURER'S REPORT

On a motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous vote, the Board accepted the October 2023 Treasurer's Report as presented to be filed for audit.

CONSERVATION COMMITTEE

Mr. Dunn presented the following applications:

On a motion by Mr. Arnason, seconded by Mr. Adams and carried by unanimous vote, the Board approved the following VACS additions and changes (\$3,467.70 CB):

Blanton Farms Lc 05-24-0047 (571235)	SL-8B Cover Crop for Nut. Mgmt. (149.6) ac. Estimated Cost \$10,472.00 Estimated Cost-Share \$10,472.00
*Additional Ac (30.1) & cost share to approve \$2,107.00	

Whitaker Farms Inc. 05-24-0045 (578977)	SL-8B Cover Crop for Nut. Mgmt. (256) ac. (Late) Estimated Cost \$10,240.00 Estimated Cost-Share \$10,240.00
*Additional Late Ac (73) & cost share to approve \$2,920.00	

R. M. Watkins & Sons, Inc. 05-24-0030 (570390)	SL-8B Cover Crop for Nut. Mgmt. (1088.8 ac) Estimated Cost \$76,216.00 Estimated Cost-Share \$76,216.00
• Decrease of 64.9 ac -Cost-Share- \$4,543.00	

05-23-0030 (570411)	WQ-4 Legume Cover Crop (379.7ac) Estimated Cost \$75,940.00 Estimated Cost-Share \$17,086.50
• Additional 64.9Ac- Cost-Share \$2,920.50	

Hoot Owl Hollow Inc. 05-24-0051 (571513)	NM-1A Nut. Mgmt. Plan (483.2) ac. Estimated Cost \$ 966.40 Estimated Cost-Share \$ 966.40
*Additional Ac (31.6) & cost share to approve \$63.20	

On a motion by Mr. Arnason, seconded by Mr. Whittington and carried by unanimous vote, the Board approved the following FY24 VACS applications (CB \$142,007.75):

Amelia

Smith Tobacco Farms 05-24-0089 (581917)	SL-8B Cover Crop for Nut. Mgmt. (46.5) Late ac. Estimated Cost \$1,860.00 Estimated Cost-Share \$1,860.00
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Smith Tobacco Farms 05-24-0089 (581905)	SL-8 Specialty Cover Crop (179.9) ac. Estimated Cost \$7,196.00 Estimated Cost-Share \$7,196.00
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Charles Y. Glasscock 05-24-0090 (581906)	SL-8 Specialty Cover Crop (59.0) ac. Estimated Cost \$2,360.00 Estimated Cost-Share \$2,360.00
Wilfred T. Reames 05-24-0087 (581828)	SL-1 Long Term Cover on Cropland (22.2) ac. Estimated Cost \$8,325.00 Estimated Cost-Share \$6,798.75 Estimated Tax Credit \$ 381.56
Green Bluff Farm 05-24-0025 (581871)	CCI-SL-6N Stream Exclusion w/t Narrow Buffer Maint. (1280') Estimated Cost \$1,210.00 Estimated Cost-Share \$1,210.00
Green Bluff Farm 05-24-0025 (581875)	CCI-SL-6W Stream Exclusion w/t Wide Buffer Maint. (13,020') Estimated Cost \$17,525.00 Estimated Cost-Share \$17,525.00
Green Bluff Farm 72AU) 05-24-0025 (581875)	CCI-WP-4 Animal Waste Controll Facility Maint. (2 Structures, Estimated Cost \$11,800.00 Estimated Cost-Share \$11,800.00
Joseph A. Taylor Buffer 05-24-0091 (581935)	SL-6W Stream Exclusion with Wide Buffer 50' (6,225') 13Ac Estimated Cost \$38,275.00 Estimated Cost-Share \$46,761.25 Estimated Tax Credit \$ 0.00
Joseph A. Taylor 05-24-0091 (581940)	SL-6W Stream Exclusion with Wide Buffer 35' (4,450') 1.4Ac Buffer Estimated Cost \$47,355.00 Estimated Cost-Share \$41,371.75 Estimated Tax Credit \$ 1,495.25
Joseph A. Taylor 05-24-0091 (581939)	CCI-SL-6W Stream Exclusion w/t Wide Buffer Maint. (13,020') Estimated Cost \$ 5,125.00 Estimated Cost-Share \$ 5,125.00

On a motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous vote, the Board approved the following conservation plans:

Nottoway

John Bledsoe BMP, CP05-24-0003

Amelia

Wildfred T. Reames BMP, CP05-24-0004

Mr. Smith reviewed the following septic applications.

On a motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous vote, the Board approved the following FY24 septic applications (with Mr. Whittington leaving the room):

Spring Creek, etc. #16969

Erica Patterson	RB-1 Residential Septic Pump-out		
05-24-0083 (581060)	Estimated Cost	\$	400.00
	Estimated Cost Share (75%)	\$	300.00

Ellen Wilson	RB-5 Alternative System Installation		
05-24-0084 (581223)	Estimated Cost	\$	21,782.00
	Estimated Cost Share (50%)	\$	10,891.00

Geraloos Walton	RB-3M Onsite Sewage System Maintenance (non-permitted)		
05-24-0085 (581431)	Estimated Cost	\$	1,170.00
	Estimated Cost Share (75%)	\$	877.50

Michael Matthews	RB-1 Residential Septic Pump-out		
05-24-0086 (581681)	Estimated Cost	\$	400.00
	Estimated Cost Share (50%)	\$	200.00

Flat Creek, etc. #16970

Juan Whittington	RB-4 Conventional System Installation/Replacement		
05-24-0016 (550091)	Estimated Cost	\$	8,000.00
	Estimated Cost Share (50%)	\$	4,000.00

Lynwood Howard	RB-1 Residential Septic Pump-out		
05-24-0082 (579739)	Estimated Cost	\$	400.00
	Estimated Cost Share (50%)	\$	200.00

Sharon Jones	RB-1 Residential Septic Pump-out		
05-24-0088 (581904)	Estimated Cost	\$	400.00
	Estimated Cost Share (50%)	\$	200.00

On a motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous vote, the Board delegated authority to Mr. Rash to approve any necessary VACS applications including tax credits that may need approval in December.

Mr. Dunn reported that Appomattox River SWCD received an application from a client whose property is in Amelia, but has been reporting acreage, etc. to the Appomattox River SWCD. In order for SWCDs to accept applications from clients whose acreage may border jurisdictional lines, then both SWCDs have to agree on the process. **On a motion by Mr. Arnason, seconded by Mr. Whittington and carried by unanimous vote, the Board approved to accept any practices from Appomattox River SWCD as agreed upon between both districts.**

FINANCE COMMITTEE – Chair Arnason

On a motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous

vote, the Board authorized Mr. Arnason and Ms. Fehrer to make any changes to the health insurance benefits as necessary to get the best package with the lowest costs. Ms. Fehrer is awaiting a quote from Anthem's Local Choice program, which provides health insurance to local governments including political sub-divisions.

PLANNING

On a motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous vote, the Board approved Ms. Fehrer to continue to serve as the District's FOIA and Record Retention officer for 2024.

Mr. Moyer congratulated recently elected directors and newly elected directors, Horace Adams and Dr. James Gates, Jr, (Prince Edward) and Jennifer Morris, (Amelia) and reminded directors to submit their final report for the electoral board. Mr. Adams and Dr. Gates were write in candidates and both were appreciative of the assistance from the Prince Edward County registrar office. Director trainings are being scheduled in early to mid-2024. Ms. Fehrer passed around a committee sign-up sheet.

Ms. Fehrer reviewed the Annual Plan of Work for December and January.

PERSONNEL COMMITTEE - Chair Dillard

Ms. Fehrer reported that the District's 24/25 budget included a change from a part-time conservation specialist position to full-time. Changes in Mr. Dunn's farming operation is now allowing him to work on a full-time basis and the workload supports an additional position. Mr. Dillard stated that the District has wanted Mr. Dunn to work full-time for many years, but he has been restricted by his farm work. **On a motion by Mr. Whittington, seconded by Mr. Adams and carried by unanimous vote, the Board approved Mr. Dunn moving to a full-time Conservation Specialist position starting January 1, 2024.**

Ms. Fehrer reviewed changes to the Personnel Policy that are largely recommendations from the human resources consultant that the District hired earlier this year. The majority of the changes are clarifications in the language to be in compliance with labor laws and human resource best practices. **On a motion by Mr. Whittington, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the changes to the Personnel Policy as presented effective immediately.** A copy is on file in the district office and electronic copies are available.

Chairman Moyer congratulated Mr. Smith on receiving his DCR Engineering Job Approval Authority (EJAA). Ms. Fehrer congratulated Mr. Dunn and Mr. Wootton on the renewal of their Engineering Job Approval Authority. Mr. Wootton reviewed the basics of what is EJAA, how the process works and the importance of conservation staff being certified.

WATERSHED - Chair Arnason

On a motion by Mr. Arnason, seconded by Mr. Powers and carried by unanimous vote, the Board approved the last year of the five-year contract with AMT Engineering that provides engineering services for SWCD dams across the state. Shenandoah Valley SWCD will spearhead the RFP process in 2024 for a new contract beginning 2025.

LEGISLATIVE COMMITTEE - Chair Rash

No report.

COMMUNICATION / EDUCATION - Chair Powers

On a motion by Mr. Whittington, seconded by Mr. Powers and carried by unanimous vote, the Board approved the attached Social Media Policy (a new policy).

Ms. Atkinson reported she is kicking off Envirothon season with Fuqua and Amelia High Schools. Amelia High School student, Ethan Russell, won the VASWCD Poster Contest for the 10-12 age category and the poster will be forwarded to the NACD competition.

DISTRICT MANAGER AND PARTNER AGENCY REPORTS**Staff reports (Attached)**

Most items were covered under committee reports. Ms. Fehrer reported that Mr. Smith completed what was thought to be the last field exercise in getting his conservation planning certification, but has learned that he will need to complete an additional RUSLE training as well as preparation of a conservation plan that will be reviewed by DCR Conservation Planner trainer. He completed his nutrient management plan training and sat for the exam, but will need to take the exam again. Mr. Dennis Thompson conducted training with conservation staff on how to use the District's new laser level. The staff activity report is attached with more details. Ms. Collins and Ms. Fehrer will conduct some director training in January for the newly elected directors.

Department of Conservation and Recreation (Attached)

Ms. Collins reviewed several highlights on her report including upcoming deadlines and trainings. Newly elected directors will need to complete FOIA and COIA training within 2 months after taking their oath of office. Returning directors will need to complete COIA training by the end of December. The trainings are on-line and links to both will be emailed. DCR is planning 2 phases of trainings for directors. The first will be a series of on-line trainings and the second phase will be an in-person session later in the spring.

Virginia Cooperative Extension

Ms. Gunn sent a written report on several upcoming programs: Small Ruminant Field Day (November 30 – PSWCD is sponsor); Youth Livestock Clinic – December 17; Cattlewise and Equipment Wise Program – December 15 & 16 in Madison County with speaker Temple Grandin; and Private Pesticide Re-certification class schedules have been posted to VCE website.

USDA-NRCS – Farmville & Amelia (Attached)

Mr. Evans reported his office is processing CSP renewals; December 8 is deadline for applications to move forward. Dana Bayless is the new State CSP manager.

Mr. Rabon reported he completed his quail covey surveys from Halifax through Central Virginia and has positive results. He is beginning (T&E) threatened and endangered species reviews of contract applications and has conducted a few habitat tours throughout the region.

ADJOURNMENT:

The meeting was adjourned at 12:15 pm.

ATTACHED DOCUMENTS:

Treasurer report; Social Media Policy; Staff & partner reports

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

Approved By: _____ Date: _____
Bill Powers, Director / Secretary