Piedmont Soil and Water Conservation District
Board of Directors Meeting Minutes - Farmville, Virginia
September 23, 2025, 11:00 a.m.

Board Members Present:

Larkin Moyer –Director, Amelia County / Chairman
Ricky Rash – Director, Nottoway County /Vice Chairman
Juan Whittington – Appointed At-Large Director, Amelia County
Charles "Chuck" Arnason –Director, Nottoway County / Treasurer
Horace Adams –Director, Prince Edward County / Secretary
Haley Norton – Associate Director, Conservation Specialist, Fort Pickett

Board Members, Staff & Partners Absent:

Jennifer Morris – Director, Amelia County
Dr. James Gates, Jr.- Director, Prince Edward County
Mackenzie Gunn – Appointed VCE Director, Amelia County & VCE ANR agent
Dr. Kathy Gee - Associate Director, Nottoway County
Tara Ciavarella - NRCS District Conservationist, Amelia
Erin Small – Associate Director, VCE ANR Agent Prince Edward County

PSWCD Staff Present:

Kelly Atkinson – Education Specialist
Kevin Dunn – Senior Conservation Specialist
Deanna Fehrer – Finance/ Records Manager
Tyler Smith – Conservation Technician
Paula Totten – District Manager
Charlie Wootton – Senior Conservation Specialist

Partners Present:

Denney Collins - Conservation District Coordinator, Dept. Conservation & Recreation
Jeremy Evans - NRCS District Conservationist, Nottoway/Farmville
Claire Helmke – Farm Bill Biologist, Quail Forever
Cristy Cook – Farm Service Agency, CED
Patrick Murphy, Virgina Department of Forestry

Visitors Present:

CALL TO ORDER & WELCOME

A regular meeting of the Piedmont SWCD Board of Directors was held at the Prince Edward County Agriculture building on Tuesday, September 23, 2025. Chairman Moyer welcomed everyone and called the meeting to order at 11:00 am. A quorum was present. Additions to the agenda were recorded.

SECRETARY'S REPORT

On a motion by Mr. Arnason, seconded by Mr. Whittington and carried by unanimous vote, the Board approved the August 26, 2025, minutes as presented.

TREASURER'S REPORT

On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board accepted the August 2025 Treasurer's Report as presented to be filed for audit.

CONSERVATION COMMITTEE

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

9-NRCS	SIGNED BY STAFF FOR - AMELIA FSA
3-NRCS	FARMVILLE OFFICE

On a motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the following FY26 VACS conservation plans:

Jason Geesaman	CP-5-26-0002
Timothy Orr	CP-5-26-0007
Christopher Copley	CP-5-26-0005
Celia Orr-Elzay	CP-5-26-0003
Randall L. Cook	CP-5-26-0004
Rock House Farms	CP-5-25-0005

On a motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the cancellation of the following FY25 contract:

C.B. – Cancellation – FY25

Nottoway:

Lee D Vaughan **SL-7 Extension of Watering System Grazing Land Mgmt. (60.52ac, 50%)**

05-25-0115(652267)

Estimated Cost	$11,650.00
Estimated Cost-Share	$5,825.00

C.B. Revisions – FY25

On a motion by Mr. Whittington, seconded by Mr. Rash and carried by unanimous vote, the Board approved an increase in cost-share in the amount of $20,000 for the following FY25 contract:

Amelia:

Patrick Burke **SL-6W Stream Exclusion with Wide Buffer (50'/10yr) (1,800'&1.5 ac)**

05-25-0110 (651568)

Estimated Cost	~~$41,720.00~~	61,720.00
Estimated Cost-Share	~~$39,634.00~~	58,634.00
Estimated Buffer Payment	$1,200.00	$1,200.00
Total Estimated Cost Share	~~$40,834.00~~	59,834.00

FY25 Funds

***Additional cost share to address dry well**

On a motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the payment of $11,875 for a dry well for FY25 contract 05-025-0110 (651568).

Tax Credits:

On a motion by Mr. Whittington, seconded by Mr. Rash and carried by unanimous vote, the Board approved the following tax credits:

Nottoway:

Lee D Vaughan **SL-7 Extension of Watering System Grazing Land Mgmt. (45ac, 75%)**

05-25-0115(652252)

Actual Cost	$3,752.50
Cost-Share	$2,145.00

	Tax Credit Basis	$1,617.52
	Tax Credit	404.38

Lee D Vaughan **SL-7 Extension of Watering System Grazing Land Mgmt. (60.52ac, 75%)**
05-26-0003(661166)

Actual Cost	$16,309.50
Cost-Share	$11,167.50
Tax Credit Basis	$5,142.00
Tax Credit	$1,285.50

Lee D Vaughan **WP-2W Stream Protection Fencing with Wide Buffer (2000', 80%)**
05-26-0003(661163)

Actual Cost	$10,866.75
Cost-Share	$8,605.40
Tax Credit Basis	$2,261.35
Tax Credit	$565.34

Kelsey R Redman **SL-6W Stream Exclusion with Wide Buffer, Grazing Land Mgmt. (1600', 95%)**
05-25-0124(657451)

Actual Cost	$22,536.92
Cost-Share	$20,912.55
Tax Credit Basis	$1,624.37
Tax Credit	$406.09

On a motion by Mr. Adams, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the following tax credit:

OCB
Jean Payne **SL-7 Extension of Watering System Grazing Land Mgmt. (15ac, 75%)**
05-25-0096 (646363)

Actual Cost	$6,225.00
Cost-Share	$4,567.50
Tax Credit Basis	$1,657.50
Tax Credit	414.38

On a motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the following FY26 VACS contracts:

C.B.

Prince Edward:
Rock House Farms LLC **SL-7 Extension of Watering Systems (33 acres, 75%)**
05-26-0019 (714508)

Estimated Cost	$6,600.00
Cost-Share	$4,950.00

Randall L. Cook **FR-1 Afforestation of Crop, Hay and Pastureland (11 acres, 75%)**
05-26-0013 (707499)

Estimated Cost	$3,300.00
Cost-Share	$2,475.00
Incentive Payment	$1,650.00
Total Cost-Share	$4,125.00

The Land Haven, LLC **SL-6W: Stream Exclusion with Wide Width Buffer (40 ac, 95%)**
05-26-0039 (719712)

Estimated Cost	$25,150.00
Cost-Share	$23,892.50
Buffer Payment	$3,200.00
Total Cost-Share	$27,092.00

Total FY26CB Approvals $36,167.00

On a motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the following FY26 VACS contracts:

OCB

Nottoway
Celia Orr-Elzay **FR-1 Afforestation of Crop, Hay and Pastureland (Hardwoods, 26 acres, 75%)**
05-26-0006 (672980)

Estimated Cost	$78,000.00
Cost-Share	$58,500.00
Incentive Payment	$3,900.00
Total Cost-Share	$62,400.00

Total FY26OCB Approvals $62,400.00

On a motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the following FY26 VACS contracts:

Agronomic

C.B.					
Participant	**Contract Number**	**BMP_ID**	**Practice Code**	**Extent**	**Est. Cost Share**
Frog Enterprises LLC	**05-26-0014**	**708090**	**SL-8B**	**224.4**	**$20,196.00**
Jason Geesaman	**05-26-0012**	**703056**	**SL-8H**	**18.4**	**$368.00**
Jason Geesaman	**05-26-0012**	**703057**	**SL-1**	**32.7**	**$10,627.50**
Anthony Lewis	**05-26-0015**	**708158**	**SL-8B**	**205.8**	**$18,522.00**
Frank M. Clowdis	**05-26-0016**	**708227**	**SL-8B**	**304**	**$27,360.00**
Neubauer Farms LLC, James E Neubauer	**05-26-0023**	**715885**	**SL-8B**	**96.9**	**$9,690.00**
Ameva Farm, Jimmy Kerr	**05-26-0025**	**716029**	**NM-6**	**81**	**$3,645.00**
Ameva Farm, Jimmy Kerr	**05-26-0025**	**716037**	**SL-8H**	**81**	**$1,620.00**
Iron Gate Farms, LLC	**05-26-0017**	**708330**	**SL-8B**	**225**	**$22,500.00**
Iron Gate Farms, LLC	**05-26-0017**	**708334**	**WQ-4**	**120.1**	**$5,404.50**
Creek View Farm	**05-26-0022**	**715612**	**SL-8B**	**148**	**$13,320.00**
Jason Geesaman	**05-26-0012**	**703022**	**NM-1A**	**82.8**	**$331.20**
Ameva Farm, Jimmy Kerr	**05-26-0025**	**716052**	**SL-8B**	**219**	**$15,330.00**
Green Bluff Farm, David Hooley	**05-26-0027**	**719476**	**SL-8B**	**61.3**	**$4,291.00**
David A Ashman	**05-26-0028**	**719480**	**SL-8B**	**12.5**	**$875.00**
David A Ashman	**05-26-0028**	**719481**	**SL-8H**	**33.1**	**$662.00**
Hard Acres Farm	**05-26-0029**	**719482**	**SL-8B**	**156.6**	**$10,962.00**
Triple Ridge Farm LLC	**05-26-0036**	**719684**	**SL-8B**	**278.7**	**$22,205.00**
Dwayne D Moore	**05-26-0037**	**719685**	**SL-8B**	**415.4**	**$29,078.00**
Dwayne D Moore	**05-26-0037**	**719686**	**SL-8H**	**41.1**	**$822.00**
Christopher D Copley	**05-26-0038**	**719688**	**SL-1**	**64**	**$20,800.00**
David Waldrop	**05-26-0020**	**715565**	**SL-8B**	**87.3**	**$2,436.00**

James R. Austin, Jr.	**05-26-0021**	**715577**	**SL-8B**	**237.5**	**$16,625.00**
Green Bluff Farm, David Hooley	**05-26-0027**	**719469**	**SL-8H**	**118.8**	**$2,376.00**
Pride Farm of Amelia LLC	**05-26-0030**	**719567**	**SL-8B**	**158.2**	**$11,528.00**
James M Schenck	**05-26-0031**	**719568**	**SL-8B**	**267.2**	**$25,697.00**
Isaac Grissom	**05-26-0032**	**719569**	**SL-8B**	**223.8**	**$22,380.00**
Isaac Grissom	**05-26-0032**	**719570**	**SL-8H**	**78.9**	**$1,578.00**
Ford Farm Enterprises LLC	**05-26-0033**	**719571**	**SL-8B**	**81.4**	**$5,698.00**
Dean M Smith	**05-26-0034**	**719572**	**SL-8B**	**87.3**	**$6,111.00**

Total Cost-Share **$333,038.20**

On a motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the following FY26 VACS contracts:

OCB					
Participant	**Contract Number**	**BMP_ID**	**Practice Code**	**Extent**	**Est. Cost Share**
John C Bledsoe	**05-26-0024**	**715908**	**SL-8B**	**122.8**	**$11,052.00**

Total Cost-Share **$11,052.00**

On a motion by Mr. Rash, seconded by Ms. Arnason and carried by unanimous vote, the Board approved the following septic contract.

Prince Edward #16969	**RB-5 Alternative Onsite Sewage System Installation**	
Kimberly D. Lamon	Estimated Cost	$ 31,500.00
05-26-0040 (720045)	Estimated Cost-Share 65%	$ 20,475.00

On a motion by Mr. Rash, seconded by Ms. Adams and carried by unanimous vote, the Board approved the following septic contract:

Flat & Nibbs #16970	**RB-1 Septic Tank Pump-out**	
Amy H. Lord	Estimated Cost	$ 450.00
05-26-0042 (720052)	Estimated Cost-Share 65%	$ 292.50

On a motion by Mr. Whittington, seconded by Ms. Rash and carried by unanimous vote, the Board approved the following septic contract:

Outside the Grants (Budget)	**RB-1 Septic Tank Pump-out**	
Barbara A. Ryman	Estimated Cost	$ 450.00
05-26-0041 (720050)	Estimated Cost-Share 50%	$ 225.00

Mr. Wootton reviewed additional guideline language the conservation staff planned to add to the application checklist to address concerns about well drilling and water system design.

1. Hydrofracking is NOT eligible for cost share. If well is hydrocracked, it will be at the applicant’s expense. In addition, original well output will be used in design calculations.
2. Water systems will be designed based on number of animals present at time contract is signed.

3. Payment for a "dry well" will be at the Board of Director's discretion and may be limited by funding available. Applicant should ask well contractors about their "dry well" policy when seeking bids.
4. Applicant is responsible for notifying Piedmont SWCD if depth of well is expected to exceed the cost estimate depth. Depending on funding availability, extra depth may be at the applicant's expense.

The Board agreed the proposed guidelines would be appropriate to add to the application checklist.

Mr. Wootton reported the District had selected Stoney Run Farm for the Clean Water Farm Award. Mr. Moyer suggested the application be sent up for the Grand Basin award as well.

On a motion by Mr. Arnason and seconded by Mr. Rash and carried by unanimous vote, the Board approved the submission of Stoney Run Farm for the Clean Water Farm award and Grand Basin award.

Mr. Wootton reported the Farm Tour was scheduled for October 21st, at Doug and Christina Vaughan farm, Stoney Run Farm in Nottoway. He stated the farm tour will focus on new farmers and small non-traditional farmers. He asked the Board to share the event. Ms. Totten stated a copy of the flyer was in their notebooks and invited the Board to attend and represent the District if they were able.

FINANCE COMMITTEE – Chair Arnason

Ms. Collins reported on the DCR FY25 Grant Assessment for the District. She stated the Admin/Ops review exceeded expectation and received a grade of A. She stated that the Technical Assistance review consisted of a review of 2 plans from each of the three technical staff. The Conservation Planning Staff reviewed the plans in the tracking program and found that one staff member had not attached all the plan documents, for this reason the District received a B rating for the TA review. A copy is on file in the office.

Mr. Arnason reported that the OAG wrote a letter to Mr. George Womack in reference to the past due bill for seed drill rental. Mr. Womack stated he had not paid the bill because he had to clean the drill before he could use it. Mr. Womack stated that it took him three hours to clean the drill at a rate of $50 per hour and asked that his bill be reduced by $150 to cover that labor.

On a motion by Mr. Arnason, seconded by Mr. Whittington and carried by unanimous vote, the Board approved the reduced outstanding balance of $581. 57 to be paid in monthly increments of $100 with the first payment due within one month of the date of Board approval. Interest will accrue at the rate of 1.5% if any payment is more than 5 days late.

Mr. Arnason reported that the previously approved copier lease agreement needed to be modified due to a miscommunication for the cost of color copies. Mr. Arnason stated the modified contract now states a rental amount of $186.55 per month for 60 months, which includes 4,000 black and white copies a month. All black and white copies over 48,000 in a one-year period are to be billed at $0.01 per copy. All color copies are to be billed at a rate of $0.03 per copy.

On a motion by Mr. Arnason and seconded by Mr. Rash and carried by unanimous vote, the Board approved the revised lease agreement with Key Office supply, Inc. for the imageRunner Advance DX C 3926I in the amount of $186.55 per month for 60 months which includes 4,000 black and white copies per month. All black and white copies over 48,000 in a one-year period are to be billed at $0.01 per copy. All color copies are to be billed at a rate of $0.03 per copy.

PLANNING

Ms. Totten reviewed the Annual Plan of Work for October. She reported that most of the items had already been completed.

Mrs. Totten reviewed Strategic Plan – Goal #3, Increase public awareness of PSWCD. She asked if the Board had any recommendations for ways to increase public awareness.

Ms. Fehrer stated that Ms. Atkinson had greatly increased the District's social media presence through Facebook, Instagram, and the webpage.

Ms. Totten reminded the Board that PSWCD's Strategic Plan needs to be updated. She asked the Board if they wanted her to reach out to Mike Foreman to provide a proposal for assisting with the Strategic Planning process.

Ms. Fehrer stated that the fee would probably be around $2500. Mr. Rash requested that we contact Mr. Foreman to see if he would give us a cost to gather input from stakeholders and review the current plan to make modifications.

WATERSHED - Chair Arnason

Mr. Arnason reported that mowing had started on the watershed dams and would be completed by the end of the week. He stated Bander Smith had completed the gate valve and principle pipe inspections. He reported that Bander Smith cleared sediment from around the gate at Buffalo #1 and was able to open the gate but reported that the valve stem needs to be replaced. Mr. Arnason noted a comprehensive final report with videos of the inspections would be sent by Bander Smith soon.

Mr. Arnason stated he was present for the bid opening for Small Dam Repair for Buffalo #1. The lowest responsive bid was from B & B Services LLC. Per Board authority given to Mr. Arnason in the August 23rd Board meeting to accept the lowest responsive bid, the contract was awarded to B & B Services LLC for $98,400.

Ms. Fehrer reported that she had completed the Small Dam Funding Request for 2026. She has requested $30,000 for Gate valve inspections and principal pipe inspections for Buffalo #5, Buffalo #6, Buffalo #7, Buffalo #8 and Buffalo #9; $160, 0000 for wave berm repair for Buffalo #6; $75,000 for repair of training dike and relocation of road access at Buffalo #5.

Mrs. Fehrer reported that she has updated the 5-year maintenance plan for the dams and there was still a lot of work to get done.

PERSONNEL COMMITTEE: - Chair Morris

Ms. Fehrer congratulated Mr. Dunn for his appointment to the VSWCB Board and thanked Mr. Arnason for serving on the VSWCB Board 8 years. Ms Fehrer reported that she would be donating leave to the Donated Leave Pool for District employees. She stated that Ms. Totten would have a spreadsheet to track leave donations and uses.

On a motion by Mr. Arnason and seconded by Mr. Adams and carried by unanimous vote, the Board approved Ms. Fehrer to donate 52.25 hrs. of leave to be used in accordance with the District's donated leave policy.

LEGISLATIVE COMMITTEE - Chair Rash

Mr. Rash reported that he participated in the legislative call that morning and the committee set the legislative schedule and worked on edits to the Policy Book.

Mr. Rash thanked the District staff for contacting Prince Edward County about the location of the missing Sandy River Reservoir sign. Mr. Rash stated he was happy to hear the county had located the sign and it was back in place at Sandy River Reservoir.

COMMUNICATION / EDUCATION – Chair Gunn

Ms. Atkinson reported she registered for a Chesapeake Foundation River Experience guided canoe trip at Pocahontas Station Park for the Fuqua Envirothon Club and any other students and educators who were interested in going up to a maximum of 28. She invited anyone who was interested in going to let her know. Ms. Atkinson stated the cost of the trip with transportation would be $540.

On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board approved $540 for registration and transportation for the CBF River Experience at Pocahontas State Park.

Ms. Atkinson reported she taught a Teacher Workshop for Amelia and Nottoway teachers. She stated she and Mr. Wootton set up the Soils Education Trailer for Family Farm Day at the SPAREC in Blackstone. Mr. Wootton reported over 1000 people attended the event. Ms. Atkinson stated that Ms. Fehrer delivered a display to the Five County Fair for the District on Saturday.

DISTRICT MANAGER AND PARTNER AGENCY REPORTS

District Manager & Staff reports

Ms. Totten highlighted that Mr. Dunn assisted 24 producers with agronomic practices, Mr. Smith completed CREP spot-checks with NRCS, Mr. Wootton was planning the Farm Tour, Ms. Atkinson was busy with Teacher workshops and events. Ms. Fehrer was working on a large workload for watershed dams.

Department of Conservation and Recreation (See attached)

Ms. Collins highlighted the Virtual Grant Training: Developing a Budget Webinar on October 7 from 9-1pm. She stated there was a District TA Methodology Webinar that on September 18th and the discussion would continue at the annual meeting. Ms. Collins reported that the Clean Water Farm Award Form must be signed by the board today for submission by Oct 1.

USDA-NRCS – Farmville & Amelia (See attached)

Quail Forever
Ms. Helmke reported she had finished vegetation surveys and contracting for this year. She stated she will participate in several outreach events over the next few months including the District Farm Tour coming up in October.

Department of Forestry
Mr. Murphy reported that DOF had money available for year-round signup for pine planting and hardwood improvements. He stated that fire season was coming and DOF was looking for prescribed burn sites.

Farm Service Agency – Farmville (See attached)

ADJOURNMENT:

The meeting was adjourned at 1:22 pm.

Submitted By ________________________________ Date: ______________ _
Paula Totten, Piedmont SWCD Staff

Approved By ________________________________ Date: _________________
Horace Adams, Director / Secretary