



**Piedmont Soil and Water Conservation District  
Board of Directors Meeting Minutes - Farmville, Virginia  
November 25, 2025, 11:00 a.m.**

**Board Members Present:**

Larkin Moyer –Director, Amelia County / Chairman  
Ricky Rash – Director, Nottoway County /Vice Chairman  
Charles “Chuck” Arnason –Director, Nottoway County / Treasurer  
Horace Adams –Director, Prince Edward County / Secretary  
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  
Haley Norton – Associate Director, Conservation Specialist, Fort Pickett  
Erin Small – Associate Director, VCE ANR Agent Prince Edward County

**Board Members, Staff & Partners Absent:**

Juan Whittington – Appointed At-Large Director, Amelia County  
Kelly Atkinson – Education Specialist  
Cristy Cook – Farm Service Agency, CED

**PSWCD Staff Present:**

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 – Department of Conservation and Recreation, Conservation District Coordinator  
Tara Ciavarella - NRCS - District Conservationist, Amelia  
Jeremy Evans – NRCS - District Conservationist, Nottoway/Farmville  
John Womack, - NRCS - Area 3 Assistant State Conservationist for Field Operations  
Claire Helmke – Quail Forever - Farm Bill Biologist  
A J Austin – Farm Service Agency - Farmville  
Royce Coleman, - Amelia County, Environmental Manager  
Doug Stanley – Prince Edward County Administrator

**Visitors Present:**

Tori Kennedy, Conservation Partners LLC, Managing Partner  
Taylor Harvie, Amelia County landowner

**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, November 25, 2025. Chairman Moyer welcomed everyone and called the meeting to order at 11:02 am. A quorum was present. No additions to the agenda were recorded.

**SECRETARY'S REPORT**

On a motion by Mr. Arnason, seconded by Mr. Adams and carried by unanimous vote, the Board approved the October 28, 2025, minutes as presented.

**TREASURER'S REPORT**

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

Mr. Harvie, a resident of Amelia County, gave a presentation on the history of his family farm and the importance of protecting the farm with a conservation easement from development. He requested the District consider being a co-holder of a conservation easement. Mr. Harvie had not finalized an easement contract with any specific land conservation organization.

Ms. Kennedy reviewed some of the other Districts that were either co-holders of easements or easement holders in Virginia. She recommended the District contact Land Trust of Virginia for any discussions about co-holding and the possible agreement.

**On a motion by Mr. Rash seconded by Mr. Arnason and carried by unanimous vote, the Board approved for the district staff to proceed with gathering information based on the recommendations of the Office of the Attorney General.**

Ms. Gunn stated that she would like the Board and partners to think about the District Mission and Vision statement as we proceed with the meeting. She asked everyone to think about the What, Why, Who and How when thinking about the Mission and Vision statement.

**CONSERVATION COMMITTEE**

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

Guy Cattle Company LLC CP 05-26-0009 BMP  
9-SIGNED BY STAFF FOR AMELIA FSA

**On a motion by Mr. Rash, seconded by Dr. Gates and carried by unanimous vote, with Ms. Morris leaving the room the Board approved the following FY26 contracts (CB \$185,163.75):**

**VACS Program Approvals**

C.B.

**Nottoway**

**Guy Cattle Company LLC**  
05-26-0087 #730246

**SL-6W Stream Exclusion with Wide Buffer (35'/10 yrs) (6100')**

Estimated Cost	\$	65,700.00
Estimated Cost-Share	\$	55,845.00
Estimated Buffer Payment	\$	5,120.00
Total Estimated Cost-Share	\$	60,965.00

**Roy M Dunnivant**  
05-26-0056 #727262

**CCI SL-6W Stream Exclusion w/ Wide Buffer Maint.(6960')**

Estimated Cost	\$	\$10,700.00
Estimated Cost-Share	\$	\$10,700.00

**Morris Brothers**  
05-26-0089 #730792

**CCI SL-6W Stream Exclusion w/ Wide Buffer Maint.(8080')**

Estimated Cost	\$	\$13,350.00
Estimated Cost-Share	\$	\$13,350.00

**Prince Edward**

**Richard E Wallace Jr.**  
05-26-0095  
#731390

**SL-8 Cover Crop for Specialty Crops (66.4ac)**

Estimated Cost	\$	2,656.00
Estimated Cost-Share	\$	2,656.00

**Jessica W Fariss**  
05-26-0068 #728076

**CCI SL-6W Stream Exclusion w/ Wide Buffer Maint.(850')**

Estimated Cost	\$	\$3,062.50
Estimated Cost-Share	\$	\$3,062.50

**Glenn View Farm**  
05-26-0084 #728793

**CCI SL-6W Stream Exclusion w/ Wide Buffer Maint. (3530')**

Estimated Cost	\$	\$6,162.50
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	Estimated Cost-Share	\$	\$6,162.50
<b>Robert W Biggers</b> 05-26-0088 #730554	<b>CCI SL-6W Stream Exclusion w/ Wide Buffer Maint. (4455')</b>		
	Estimated Cost	\$	\$7,568.75
	Estimated Cost-Share	\$	\$7,568.75
<b>Ann Amy Zack LLC</b> 05-26-0090 #730811	<b>CCI SL-6N Stream Exclusion w/ Narrow Buffer Maint. (2800')</b>		
	Estimated Cost	\$	\$2,350.00
	Estimated Cost-Share	\$	\$2,350.00
<b>Ann Amy Zach LLC</b> 05-26-0090 #730801	<b>CCI SL-6W Stream Exclusion w/ Wide Buffer Maint. (15,200')</b>		
	Estimated Cost	\$	\$20,250.00
	Estimated Cost-Share	\$	\$20,250.00
<b>Sunny Slope Orchard</b> 05-26-0094 #731324	<b>CCI SL-6W Stream Exclusion w/ Wide Buffer Maint. (6400')</b>		
	Estimated Cost	\$	\$10,250.00
	Estimated Cost-Share	\$	\$10,250.00
<b>Amelia</b> <b>Robert E. Lee Jr</b> 05-26-0093 #731300	<b>SL-8B Cover Crop for Nutrient &amp; Residue Management (29.6ac)</b>		
	Estimated Cost	\$	1,184.00
	Estimated Cost-Share	\$	1,184.00
<b>William A Morton</b> 05-26-0070 #728105	<b>CCI SL-6W Stream Exclusion w/ Wide Buffer Maint. (2500')</b>		
	Estimated Cost	\$	\$4,625.00
	Estimated Cost-Share	\$	\$4,625.00
<b>Jennifer Morris</b> 05-26-0085 #729909	<b>CCI SL-6W Stream Exclusion w/ Wide Buffer Maint. (4000')</b>		
	Estimated Cost	\$	\$6,500.00
	Estimated Cost-Share	\$	\$6,500.00
<b>Hillview Farm of Amelia LLC</b> 05-26-0086 #729998	<b>CCI SL-6W Stream Exclusion w/ Wide Buffer Maint. (10,000')</b>		
	Estimated Cost	\$	\$14,250.00
	Estimated Cost-Share	\$	\$14,250.00
<b>Fox Den Farms LLC</b> 05-26-0048 #730882	<b>CCI SL-6W Stream Exclusion w/ Wide Buffer Maint. (6000')</b>		
	Estimated Cost	\$	\$9,500.00
	Estimated Cost-Share	\$	\$9,500.00
<b>White Oak Farms</b> 05-26-0092 #731292	<b>SL-8B Cover Crop for Nutrient &amp; Residue Management (131ac)</b>		
	Estimated Cost	\$	11,790.00
	Estimated Cost-Share	\$	11,790.00

On a motion by Dr Gates, seconded by Mr. Arnason and carried by unanimous vote, the Board authorized Mr. Rash to approve any VACS tax credits, conservation plans and/or VACS applications during the month of December. (PSWCD Board does not meet in December).

Mr. Wootton stated that aside from the CCI practices, most of the producers the District is working with now are smaller goat and sheep producers.

Ms. Fehrer announced that the District has unofficially received the \$450,000 NFWF grant for manure injection.

**FINANCE COMMITTEE** – Chair Arnason

No report

**PLANNING** - Chair Gunn

Ms. Fehrer reviewed the FY25 Annual Plan of Work (APOW) for December 2025 and January 2026

**On a motion by Ms. Morris, seconded by Dr. Gates and carried by unanimous vote, the Board approved the following officers to serve in 2026: Larkin Moyer, Chairman; Ricky Rash, Vice-Chairman; Horace Adams, Secretary; and Chuck Arnason, Treasurer.**

**On a motion by Mr. Arnason, seconded by Mr. Rash and carried out by unanimous vote, the Board approved Ms. Totten as the District's FOIA officer and Ms. Fehrer was re-appointed as the Record Retention officer for 2026.**

**PERSONNEL COMMITTEE:** - Chair Morris

No report

**LEGISLATIVE COMMITTEE** - Chair Rash

Mr. Rash reported that the VASWCD handbook revisions would be approved during the Legislative session at the annual meeting in December. Mr. Smith stated all but a couple of items in the full TAC (Technical Advisory Committee) were approved.

**COMMUNICATION / EDUCATION** – Chair Gunn

Ms. Fehrer presented the power point slides Ms. Atkinson prepared to thank the Board for their support of the Envirothon field trip on the James River. Ms. Helmke gave a summary of the activities the students participated in on the trip.

**WATERSHED** - Chair Arnason

Ms. Fehrer reported the gate and primary spillway inspection reports from Bander Smith for Bush and Buffalo 1,2,3,4 and Bush 4B were received. She reported that some of the gates and stems needed repairs, but no problems were found with the principle spillways. Ms. Fehrer also noted Bander Smith removed sediment from around the gate on Buffalo #1 in anticipation of lowering the water level for scheduled repair to the wave berm.

Ms. Fehrer reported she, Ms. Totten and Mr. Wilson from DCR would be meeting with Prince Edward County and Town of Farmville 911 Dispatch center to review the EAPs. She stated that delivery of the staff gauge observer instructions would be delivered to landowners who are staff gauge observers.

**DISTRICT MANAGER AND PARTNER AGENCY REPORTS**

**District Manager & Staff reports**

Ms. Totten shared that the staff worked conservation practices and the usual tasks. She stated if the Board had any questions concerning the Conservation Easement presentation for the Attorney General's Office, please let her or Ms. Fehrer know.

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

Ms. Collins reviewed several highlights in her report including upcoming deadlines. She stated the deadline for IT Security training for staff was December 15. She reminded the elected directors of the upcoming COIA training. Ms. Collins noted an early session at 7am for conservation planning had been added to the Annual Meeting agenda.

**Natural Resources Conservation Service**

**Farmville**

Mr. Evans reported that John Womack is the new ASCFO for Area 3. He reported that application deadlines would change due to the shutdown and that he would be attending the annual meeting in Williamsburg.

Amelia – See attached  
Ms. Ciavarella gave a summary of her report.

Mr. Womack, ASC -Field Operations for Area 3 introduced himself. He spoke of his history of starting with Peter Francisco SWCD and then going to NRCS in Amelia, Buckingham, American Samoa and Tennessee before returning to Virginia. He stated his goal was to make stronger partnerships to get the work done for the farmers. Mr. Womack reported USDA had a full budget for the year, staffing was reduced 25% and USDA was still planning a reorganization. He stated he was glad to be back and was looking forward to working with everyone.

Virginia Cooperative Extension –

Amelia

Ms. Gunn reported the following activities for November, WISE program in Southwest Virginia and the Septic and Well program. She announced a FCS agent had been hired for Amelia and would start December 10. Ms. Gunn announced a Private Pesticide Recertification training course on January 8 in Amelia and January 22 for Cumberland and Buckingham at the Barn. She reported that there would be an online course called “Before You Buy the Farm” this winter.

Prince Edward

Ms. Small reported on the Fireside chat she had with retired extension agents and Three Road Brewing, forage sampling, cut flower group, well water training coming up in March, Prince Edward high school working with cattle, garden club presentations, and winter pea trial.

Farm Service Agency –

Farmville (See attached)

Mr. Austin gave a summary of the report.

**STRATEGIC PLANNING:**

Session 1 - Review what the district has achieved and discuss areas where we have not met objectives/measurements, review mission and vision statements

Ms. Fehrer reviewed the progress for each goal of the current Strategic Plan. Ms. Gunn led the discussion of the business of the District and the Who, What, Why and How. The recommendations were compiled, and Ms. Gunn, Ms. Fehrer and Ms. Totten agreed to compile the recommendations and send out the revised mission and vision statements for review.

**ADJOURNMENT:**

The meeting was adjourned at 1:30 pm.

Submitted By Paula E. Totten  
Paula Totten, Piedmont SWCD Staff

Date: 2-24-26

Approved By Horace Adams  
Horace Adams, Director / Secretary

Date: 2-24-26

