



**Piedmont Soil and Water Conservation District
Board of Directors Meeting Minutes - Farmville, Virginia
February 24, 2026, 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
Dr. James Gates, Jr. - Director, Prince Edward County
Mackenzie Gunn – Appointed VCE Director, Amelia County & VCE ANR agent
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
Jennifer Morris – Director, Amelia County
Kevin Dunn – Senior Conservation Specialist
Tara Ciavarella - NRCS - District Conservationist, Amelia
Dr. Kathy Gee - Associate Director, Nottoway County
Claire Helmke – Quail Forever - Farm Bill Biologist

PSWCD Staff Present:

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

Partners Present:

Denney Collins – Dept. of Conservation and Recreation, Conservation District Coordinator
Marissa Roland – Dept. of Conservation and Recreation, Eastern Regional Manager
Christine Watlington-Jones – Department of Conservation and Recreation, Department of Conservation and Recreation
Cristy Cook – Farm Service Agency, CED
Jeremy Evans – NRCS - District Conservationist, Nottoway/Farmville
Patrick Murphy - Department of Forestry
John Womack - NRCS - Area 3 Assistant State Conservationist for Field Operations
A J Austin – Prince Edward County Health Department

Visitors Present:

Ryan Newcomb, Prince Edward County Resident

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, February 24, 2026. Chairman Moyer welcomed everyone and called the meeting to order at 11:04 am. A quorum was present. No additions to the agenda were recorded.

SECRETARY'S REPORT

On a motion by Dr. Gates, seconded by Mr. Arnason and carried by unanimous vote, the Board approved the November 25, 2025, minutes as presented.

Piedmont SWCD did not have a December or January (canceled due to weather) meeting.

TREASURER’S REPORT

On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board accepted the November 2025 through January 2026 Treasurer’s Report as presented to be filed for audit.

Department of Forestry

Mr. Murphy reported that fire season is from February 15 to May1 with no burn before 4pm burning law. He announced the Farmville Tree Giveaway would be at the Farmers Market, March 28, 2026, from 10am to 2pm., with red maple, Norway spruce, and pawpaw seedlings.

CONSERVATION COMMITTEE – Mr. Wootton and Mr. Smith presented:

On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board approved the following FY26 VACS conservation plans and (1) FSA conservation plan signed by staff:

Signed by staff for FSA (1)
 Hoot Owl Hollow CP-5-26-0010
 Scott Gilman CP-5-26-0011

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

Contract 05-25-0110 (651568) Patrick Burke - Approved an additional \$20,000 increase in estimate cost share at the September 23, 2025 board meeting. The minutes reflected a \$20,000 increase in cost share but it is an increase in the estimate cost. Contract documents and tracking is correct. This corrects minutes.

On a motion by Mr. Rash, seconded by Dr. Gates and carried by unanimous vote, with the Board approved the following FY25 VCAP contract cancellation:

Lafern Joseph	RWH - Rainwater Harvesting (3,060 sq ft)		
05-25-001	Estimated Cost	\$	\$7,248.00

On a motion by Mr. Rash, seconded by Mr. Arnason and carried by unanimous vote, with the Board approved the following FY26 contracts (CB \$91,666.38 and \$592.00 in tax credits and OCB \$280.20 in tax credits):

C.B.

Amelia:

Hoot Owl Hollow Farm	SL-7 Extension of Watering System Grazing Land Mgmt.(49.25ac)		
05-26-0079(734253)	Estimated Cost	\$	\$15,600.00
	Estimated Cost-Share	\$	\$11,700.00

Hard Ac Farm

05-26-0029	SL-8B Cover Crop for Nutrient & Residue Management(350.7ac)		
#728079	Estimated Cost	\$	35,511.00
	Estimated Cost-Share	\$	35,511.00
	* Est. Additional Cost-Share	\$	8,302.00
	* Additional 118.6 ac- Planted ac that was left off the original approval 10-28-25		

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 91,600.00
	Estimated Cost-Share	\$	55,845.00 77,860.00
	Estimated Buffer Payment	\$	5,120.00 5,120.00
	Total Estimated Cost-Share	\$	60,965.00 82,980.00

**Additional \$22,015 in cost share

Revised to pay for "dry" well, new well, additional pipeline

Scott Gilman
05-26-0102 #734619

SL-6W Stream Exclusion with Wide Buffer (50'/10 yrs) (1300')

Estimated Cost	\$	38,512.50
Estimated Cost-Share	\$	36,586.88
Estimated Buffer Payment	\$	2,000.00
Total Estimated Cost-Share	\$	38,586.88

Prince Edward:
Jason Geesaman
05-26-0012
#734442

CCI-SL-6 Stream Exclusion Wide Buffer Maintenance (7,250')

Estimated Cost	\$	11,062.50
Estimated Cost-Share	\$	11,062.50

Jason Geesaman
05-26-0012
#703057

SL-1 Longterm Vegetative cover on Cropland (Tax Credit Only)

Cost	\$	12,605.50
Cost-Share	\$	10,237.50
Tax Credit Only	\$	592.00

OCB

William Scott Bridgforth
05-26-0058
#735822

NM-1 Nutrient Management Plan Writing & Revision (140.1 ac)

Estimated Cost	\$	280.20
Estimated Cost-Share	\$	280.20

During the November 25, 2025 PSWCD board meeting, the Board authorized Mr. Rash to approve any VACS contracts during the month of December and they would be included in the official January meeting minutes. The January board meeting was cancelled due to inclement weather, so the approvals are included in the official February meeting minutes as listed below.

On a motion by Mr. Arnason, seconded by Dr. Gates and carried by unanimous vote, the Board accepted the following VACS approvals from December totaling \$13,575.00 CB funding and \$783.69 in tax credits, \$225.00 Septic Grant #16970 funding and \$675.00 Outside of the Watersheds-Local funding as presented:

VACS**Prince Edward:**

Josh A Whirley
05-26-0097(732346)

CCI-SL-6W Stream Exclusion w/Wide Buffer (9460')

Estimated Cost	\$	13,575.00
Estimated Cost-Share	\$	13,575.00

Tax Credit

Ann, Amy, Zach LLC
05-25-0119(657001)

SL-7 Extension of Watering System Grazing Land Mgmt.(49.25ac)

Actual Cost	\$	9,095.00
Cost-Share	\$	5,960.25
Tax Credit Basis	\$	3,134.75
Tax Credit	\$	783.69

Septic**Flat & Nibbs Creek -**
Grant #16970

Patrick Burke
05-26-0096 732784

RB-1 Residential Septic Pump-out

Estimated Cost	\$	450.00
Estimated Cost-Share 50%	\$	225.00

Outside the Watersheds - Local Funds

Glenda Guillory	RB-1 Residential Septic Pump-out		
05-26-0098 732767	Estimated Cost	\$	450.00
	Estimated Cost-Share 50%	\$	225.00

Glenda Guillory	RB-1 Residential Septic Pump-out		
05-26-0098 732770	Estimated Cost	\$	450.00
	Estimated Cost-Share 50%	\$	225.00

Gloria Booker	RB-1 Residential Septic Pump-out		
05-26-0099 732784	Estimated Cost	\$	450.00
	Estimated Cost-Share 50%	\$	225.00

On a motion by Mr. Rash, seconded by Mr. Adams and carried by unanimous vote, the Board accepted the following septic applications totaling \$1570.00 Grant #16969, \$405.00 Grant #16970, and \$225.00 Outside the Watershed – Local funding as presented:

Spring Creek – Grant #16969

Jessee Yeatts	RB-3 Conventional Septic System Repair (non-permitted)		
05-26-0101 734403	Estimated Cost	\$	1925.00
	Estimated Cost-Share 50%	\$	962.50

Ricardo Nash	RB-1 Residential Septic Pump-out		
05-26-0104 735225	Estimated Cost	\$	450.00
	Estimated Cost-Share 50%	\$	225.00

Kimberly Cozino	RB-1 Residential Septic Pump-out		
05-26-0105 736025	Estimated Cost	\$	450.00
	Estimated Cost-Share 85%	\$	382.50

Flat & Nibbs Creek- Grant #16970

Sylvia Mitchell	RB-1 Residential Septic Pump-out		
05-26-0100 733471	Estimated Cost	\$	450.00
	Estimated Cost-Share 95%	\$	405.00

Outside the Watershed -Local funds

Naomi Carey	RB-1 Residential Septic Pump-out		
05-26-0103 734804	Estimated Cost	\$	450.00
	Estimated Cost-Share 50%	\$	225.00

Ms. Totten updated the Board on the status of the discussion of the November Board meeting regarding the request from Mr. Harvie of Coverly Farm in Amelia for the District to potentially co-hold a conservation easement for the purpose of applying for a Virginia Land Conservation Foundation grant. She stated that since the last meeting the District has contacted the Office of Attorney General (OAG) for guidance on what types of questions to ask the easement landowner. Ms. Totten reported that the questions from the OAG were forwarded to the Board for review and to Mr. Harvie for response. She stated that the answers to those questions were sent the Board for review prior to the meeting. Ms.

Totten stated that agreeing to move forward with co-holding the easement would allow Mr. Harvie to apply for the grant. She also stated that if the conservation easement was established, the Office of Attorney General would negotiate the agreement with the other co-holder of the easement, and the District would be able to negotiate the terms of the agreement at that time.

On a motion by Mr. Rash, seconded by Mr. Arnason and carried with a vote of 5 “yes” and 1 “no”, the Board approved moving forward as a co-holder for the potential conservation easement for Coverly Farm in Amelia County.

Mr. Rash reported that Virginia State University has property they would like to give to the Nottoway Vo-Tech Center to develop a “farm-to-table” and livestock program. Mr. Rash asked the Board if it would be ok for District staff to assist with layout of field and conservation assistance. The Board consensus was that this was within the scope of work for the District and staff would be able to assist.

Ms. Fehrer gave an update on the septic grants. She reported she submitted a request of \$149,000 additional funding and an extension to December 2028 for septic grant - Flat Creek #16970. Ms. Fehrer stated the septic grant #16969 for Prince Edward would end this year. She stated that applications could be taken until the end of September with a requirement for any septic repairs to be completed by December 2026 for final reporting. Ms. Fehrer stated that we would have to wait for a new EPA 319 funding request to apply for any additional grants.

FINANCE COMMITTEE – Chair Arnason

On a motion by Mr. Arnason, seconded by Dr. Gates and carried by unanimous vote, the Board approved the purchase of three \$30 gift cards for the Poster Contest and one \$50 gift card for the Strategic Plan Survey Drawing.

Ms. Fehrer gave summary of the NFWF manure injection grant. She reported we received notification of the grant award in January in the amount of \$499,707.50. The grant is to help dairy farmers utilize manure injection on their farms without depending on contracted equipment. A “Request for Proposal” was advertised on our website and among partners, and also sent to all dairy operations in Piedmont SWCD and Peter Francisco SWCD. Dairies will have to submit a RFP. She stated that farmers with an approved contract would receive a payment of \$25,000 when they have purchased the equipment and signed a commitment to injecting a minimum of 400 acres, a second payment of \$20,000 after the first season of injection and a third payment at the end of the grant for any acres over the 400 acres injected. The third payment will be based on the remaining funds divided by the number acres injected over the 400 acres minimum. She stated the District match for the grant would be \$1,132,500. Mr. Moyer disclosed his farm would be submitting a RFP.

On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, with Mr. Moyer abstaining from the vote, the Board accepted the NFWF grant agreement # 0603.25.087832, in the amount of \$499,707.50.

On a motion by Mr. Arnason, seconded by Mr. Adams and carried by unanimous vote, with Mr. Moyer abstaining from the vote, the Board approved the Contract template for NFWF grant agreement # 0603.25.087832.

Ms. Fehrer stated as part of the RFP process the District needs to have a committee to review the RFP applications and approve the contracts.

On a motion by Mr. Arnason, seconded by Mr. Adams and carried by unanimous vote, with Mr. Moyer abstaining from the vote, the Board approved Mr. Adams, Mr. Rash and Mr. Arnason for the RFP Review Committee with Mr. Dunn and Ms. Fehrer as staff support for the NFWF grant agreement # 0603.25.087832.

On a motion by Mr. Arnason, seconded by Dr. Gates and carried by unanimous vote, with Mr. Moyer abstaining from the vote, the Board gave authorization to Mr. Adams, Mr. Rash and Mr. Arnason of the Review committee to sign approved contracts on behalf of the Board for the NFWF grant agreement # 0603.25.087832.

Mr. Arnason reported he signed the renewed contract for IT services with Kinex/Planet Network. He stated the contract price had increased. Ms. Fehrer stated that with the price increase came more technical support, additional software and data backup and security.

Mr. Arnason stated that the IRS rate went up to 0.75 per mile for 2026. He also reported that the cost of health insurance went up almost 20% from last year and the policy has been renewed.

Ms. Fehrer reported that locality FY27 budget requests have been submitted and Amelia and Prince Edward counties have scheduled their budget presentation. She handed out copies of the 2025 Snapshot cards with the District accomplishments in each county to Directors to share with their Board of Supervisors.

PLANNING - Chair Gunn

Ms. Totten reviewed the FY25 Annual Plan of Work (APOW) for March and April. Ms. Totten passed around the list of Board committee members and asked if anyone wanted to make a change to please let her know. Ms. Totten

reminded the Board about taking COIA training. She asked the Board if they had taken the training to please send her a copy of the certificate or date completed. She also reminded the Board that FOIA training was due in 2026. Ms. Collins stated that the FOIA council has added several webinars for directors needing to complete their training, which is required every two years.

Ms. Totten reminded the Board about the Area V Spring meeting on March 4th in South Boston, VA. She stated that Mr. Arnason, Mr. Adams, and Dr. Gates would be attending with staff.

Ms. Totten reviewed the revised mission and vision statements with the Board. Ms. Gunn stated that the wording was streamlined and more concise. She asked if anyone had any other changes to please let her or Ms. Totten know. Ms. Totten reported that a survey had been sent out to a group of stakeholders in Amelia, Nottoway and Prince Edward Counties via email and mail. She reported that out of the 47 surveys sent out, 21 had been returned. She stated that the results would be discussed in the April meeting.

WATERSHED - Chair Arnason

Ms. Fehrer reported the Emergency Action Plans (EAPs) for fourteen watershed dams were delivered to Prince Edward County Emergency Services and the Town of Farmville 911 Dispatch and Charles Wilson, DCR engineer, Ms. Fehrer, Ms. Totten and Mr. Wootton reviewed the plans with the County. Inundation Zone Map overlay shape files were also provided. She reported the wave berm project for Bush #2 and Bush #5 have been completed. Ms. Fehrer stated Mr. Wilson is coming April 16 to complete DCR inspections for the four high hazard dams (Buffalo 4, Bush 2, Bush 4B and Bush 7) and a preconstruction meeting for Buffalo #1 wave berm project, weather permitting. District staff will complete the ten owner inspections in April as well. Mr. Fehrer reported that spring mowing would start in May.

PERSONNEL COMMITTEE: - Chair Morris

Mr. Arnason reported that the Personnel Committee met prior to the board meeting to review a new position description for Program Specialist. The Personnel Committee approved the job description and moving forward with advertising with position.

Mr. Arnason reported that the drill truck needs to be replaced. He stated the Personnel Committee discussed two options for truck. Ms. Totten will try to negotiate a lower price and based on that outcome the committee will let the Board know the final decision.

LEGISLATIVE COMMITTEE - Chair Rash

Mr. Rash reported that as of Sunday, the House had \$2 million for 1 year only budgeted for the VCAP program and the Senate had \$8 million in the budget for VCAP over 2 years, \$249 million for VACS and \$25 million added back to the Dam Rehab fund, \$245 million for VACS which was \$36 million less than originally budgeted. He stated that he felt the Dam Rehab money will not be included in the budget this year.

Ms. Fehrer stated that from a staff perspective, there were too many emails coming from different districts on these issues requesting letters of support for VCAP and Dam Rehab. She asked that in the future, these requests please come directly from the Association to reduce confusion.

COMMUNICATION / EDUCATION – Chair Gunn

Ms. Atkinson reported the Education committee will meet on March 23 to review scholarship applications, Youth Conservation Camp applications are due April 13. She stated the cost is \$550 per camper and the District will sponsor two campers. Ms. Atkinson noted there was another statewide camp available for students ages 13-16, Camp Woods and Wildlife through the Department of Forestry, with applications due April 15. She reported the posters for the Poster Contest are due April 14 and the theme is soil. She stated she is also working with the Envirothon Club and Nottoway after school programs.

DISTRICT MANAGER AND PARTNER AGENCY REPORTS

Manager & Staff reports

Ms. Totten reported that the staff have been very busy as shown in the agenda items and the activity report sent out with the Board packet. She stated that the staff are doing great work.

Department of Conservation and Recreation (See attached)

Ms. Collins introduced the guests attending the meeting, Marissa Roland and Christine Watlington-Jones from DCR. She reviewed several highlights in her report including the FOIA council has added several webinars for directors needing to complete their training which is required every two years. She stated the link was in her report. She reminded the District that per the FY26 Administrative and Operational Grant Agreement CDCs are required to

maintain copies of the complete meeting minutes (regular, special-called, and committee). Ms. Collins asked to email the approved, signed minutes each month, to her, as they become available or include them in the following month's board meeting packet. She reminded staff of the upcoming Conservation Planning Grant Deliverable help session webinar, the registration link was included in her report. Ms. Collins announced that Governor Spanberger had appointed Nikki Rovner as the new Director of DCR and Sarah Spota as the new Deputy Director.

Natural Resources Conservation Service

Farmville – See Attached

Mr. Evans read his report for the Board.

Amelia – See attached

Prince Edward Health Department

Mr. Austin announced that he was now working for the Prince Edward Health Department and would let residents know about the septic program.

Virginia Cooperative Extension –Amelia

Ms. Gunn thanked the District for being a sponsor of the Amelia Cattleman's meeting and having Mr. Wootton there to represent the District. She reported the "Before you Buy a Farm" series went well and she was now deep into Heifer season with Amelia Cattleman. She stated she would be away for VALOR training the last 2 weeks of March in Morocco. Ms. Gunn announced the Amelia Plant Swap would be April 18th from 9-11 am at the Amelia library.

Prince Edward

Ms. Small reported she was still working on grant logistics for the Mobile Cattle Handling Equipment Grant and had a pruning workshop this month. She announced a Well Water workshop would be on April 15th from 12 – 1 if the District was interested in have information on the septic program and there will be an upcoming Pond Workshop at Mr. Glen's farm, and she was working on the concept for a Podcast called Flower hour.

Farm Service Agency – Farmville (See attached)

Ms. Cook gave a summary of her report and announced that the new Virginia FSA State Executive Director was Wilmer Stoneman III.

Award Recognition

Mr. Arnason presented Mr. Moyer with his 30 yr service pin and certification. Ms. Atkinson thanked Mr. Moyer for his dedication and service to the District. Mr. Arnason was recognized for his eight years of service on the Soil and Water Conservation Board with five of those years as the chairman. Mr. Moyer presented awards for Conservation Educator of the Year to Ms. PJ Shepherd and Ms. Carol Wilkinson of the Virginia Tech Southern Piedmont Agriculture Research and Extension Center. Ms. Atkinson stated that Ms. Shepherd has planned and hosted Family and Farm Day for 20 years & 3rd and 5th grade AG days. She stated that Ms. Wilkinson was the founder of AG days and Family and Farm Day. Ms. Atkinson thanked them for including the District in these events. Ms. Wilkinson thanked the District for being a great conservation partner for these events. Mr. Moyer presented the Conservation Partner of the Year Award to Denney Collins, DCR Conservation District Coordinator. Ms. Atkinson thanked Ms. Collins for her dedication, keeping the District on track and her kind and relaxed manner.

ADJOURNMENT:

The meeting was adjourned at 1:07pm.

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

Date: 3-31-2026

Approved By Horace Adams
Horace Adams, Director / Secretary

Date: 3-31-2026

