



**Piedmont Soil and Water Conservation District
Board of Directors Meeting Minutes - Farmville, Virginia
March 31, 2026, 11:00 a.m.**

Board Members Present:

Larkin Moyer –Director, Amelia County / Chairman
Dr. James Gates, Jr.- Director, Prince Edward County
Juan Whittington – Appointed At-Large Director, Amelia County
Ricky Rash – Director, Nottoway County /Vice Chairman
Horace Adams –Director, Prince Edward County / Secretary
Jennifer Morris – Director, Amelia County
Mackenzie Gunn – Appointed VCE Director, Amelia County & VCE ANR agent

Board Members, Staff & Partners Absent:

Charles “Chuck” Arnason –Director, Nottoway County / Treasurer
Haley Norton – Associate Director, Conservation Specialist, Fort Pickett
Erin Small – Associate Director, VCE ANR Agent Prince Edward County
Tyler Smith – Conservation Technician
Kelly Atkinson – Education Specialist
Dr. Kathy Gee - Associate Director, Nottoway County
Tara Ciavarella - NRCS - District Conservationist, Amelia
Jeremy Evans – NRCS - District Conservationist, Nottoway/Farmville
Cristy Cook – Farm Service Agency, CED
Patrick Murphy - Department of Forestry
Claire Helmke – Quail Forever - Farm Bill Biologist

PSWCD Staff Present:

Kevin Dunn – Senior Conservation Specialist
Deanna Fehrer – Finance/ Records Manager
Paula Totten – District Manager
Charlie Wootton – Senior Conservation Specialist

Partners Present:

Denney Collins – Dept. of Conservation and Recreation, Conservation District Coordinator

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, March 31, 2026. This is a follow-up meeting to the March 24, 2026, meeting where a quorum was not present. 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. Whittington, seconded by Dr. Gates and carried by unanimous vote, the Board approved the February 24, 2026, and March 24, 2026, minutes as presented

TREASURER’S REPORT

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

CONSERVATION COMMITTEE – Mr. Dunn presented

On a motion by Dr. Gates, seconded by Mr. Whittington and carried by unanimous vote, with Mr. Moyer leaving the room, the Board approved the RFP Committee (NFWF manure injection grant) meeting minutes as presented.

Ms. Fehrer reviewed the current Piedmont Soil and Water Conservation District COIA Policy pertaining to directors, associate directors, and staff. She reviewed the section regarding “Contracts” that is present in the Desktop Guide provided by DCR, in the District policy handbook and the Code of Virginia. She reminded the Board that these policies are reviewed as part of their CIOA training that is required every two years.

Mr. Dunn presented the contracts for the NFWF grant 0603.25.087832, Manure Injection contracts that were approved by the RFP committee.

Ms. Fehrer reported that during the February 24, 2026 PSWCD board meeting, the Board authorized the RFP committee to review the submitted proposals and approve RFP contracts for NFWF manure injection contract 0603.25.087832. Ms. Fehrer stated that the contracts were approved at \$45,000 for manure injection of 400 base acres for each participant and participants over 400 acres would receive the \$20.28 per acre rate for the additional acres over 400.

On a motion by Dr. Gates, seconded by Ms. Morris and carried by unanimous vote, with Mr. Moyer leaving the room, the Board accepted the approved RFP contracts as presented in the amount of \$480,949.92 for NFWF grant #0603.25.087832.

Contracts	Base Acres	Over 400 Base Acres	Total Amount of contract
AMEVA Contract #1	400	324	\$ 51,570.72
Boot Hill Contract #2	400	440	\$ 53,923.20
Forkland Contract #3	400	0	\$ 45,000.00
Green Bluff Contract #4	400	0	\$ 45,000.00
Oakmulgee Contract #5	400	4300	\$ 132,204.00
Pencrest Contract #6	400	0	\$ 45,000.00
Richlands Contract #7	400	0	\$ 45,000.00
RM Watkins Contract #8	400	900	\$ 63,252.00
Total Acres	3200	5964	
Total Approvals			\$ 480,949.92

On a motion by Mr. Rash, seconded by Dr. Gates and carried by unanimous vote, with Mr. Moyer leaving the room, the Board approved the following FY26 contracts (CB \$58,698.90).

VACS Program Approvals

C.B.

Amelia:

R.M. Watkins & Sons Inc
05-26-0043(736885)

NM-6 Manure Injection (350 ac)

Estimated Cost \$ 15,750.00
Estimated Cost-Share \$ 15,750.00

Green Bluff Farm
05-26-0027(736888)

NM-6 Manure Injection (180.1 ac)

Estimated Cost \$ 8,104.50
Estimated Cost-Share \$ 8,104.50

Oakmulgee Dairy
05-26-0077(736897)

NM-6 Manure Injection (350.4 ac)

Estimated Cost \$ 15,738.00

	Estimated Cost-Share	\$	\$15,738.00
AMEVA Farm	NM-6 Manure Injection (300 ac)		
05-26-0025(736890)	Estimated Cost	\$	\$13,500.00
	Estimated Cost-Share	\$	\$13,500.00
Don Benson	NM-5P Variable Rate Phosphorus Application (475.8 ac)		
05-26-0046(736898)	Estimated Cost	\$	\$3,806.40
	Estimated Cost-Share	\$	\$3,806.40
Nottoway:			
Richlands Dairy	NM-6 Manure Injection (40 ac)		
05-26-0057(736894)	Estimated Cost	\$	\$1,800.00
	Estimated Cost-Share	\$	\$1,800.00

On a motion by Mr. Rash, seconded by Mr. Adams and carried by unanimous vote, the Board accepted the following septic applications totaling \$3,925.00 for the Flat & Nibbs Creek Grant #16970, \$450.00 for the Spring Creek Grant #16969, and \$225.00 for Outside the Watershed – Local funding as presented:

Flat & Nibbs Creek

Brent Schildt	RB-1 Residential Septic Pump-out		
05-26-0108 (736873)	Estimated Cost	\$	450.00
	Estimated Cost-Share 50%	\$	225.00

Darrell Lott	RB-4 Conventional Septic System Repair/Replacement		
05-26-0106 (736847)	Estimated Cost	\$	7,400.00
	Estimated Cost-Share 50%	\$	3,700.00

Spring Creek

Kylor Reed	RB-1 Residential Septic Pump-out		
05-26-0109 (736875)	Estimated Cost	\$	450.00
	Estimated Cost-Share 50%	\$	225.00

James John	RB-1 Residential Septic Pump-out		
05-26-0110 (737030)	Estimated Cost	\$	450.00
	Estimated Cost-Share 50%	\$	225.00

Other Watersheds

Wanda Robinson	RB-1 Residential Septic Pump-out		
05-26-0107 (736862)	Estimated Cost	\$	450.00
	Estimated Cost-Share 50%	\$	225.00

Ms. Fehrer reported that Mr. Womack finished paying for his drill rental in March. She reported that Mr. Womack expressed an interest in renting the drill again. Ms. Fehrer told him he may have to pay in advance to rent the drill.

On a motion by Mr. Rash, seconded by Mr. Whittington, and carried by unanimous vote, the Board agreed to see guidance from the Office of Attorney General (OAG) regarding legal concerns if the District declined Mr. Womack's request to rent the drill in the future based on past non-payment, barring none, the District will not rent to Mr. Womack in the future.

Ms. Mackenzie recommended the District add verbiage to the Drill contract stating conditions for denial of rental.

FINANCE COMMITTEE – Chair Arnason

Ms. Fehrer reported that the District has a Benchmark account which was setup for CDARS accounts that have been closed. The District moved the balances to the Virginia Dept. of Treasury Cash Management and Investments Division for investing in the LGIP last year. She stated the account had a balance of \$100 but due to inactivity the account was charged a fee of \$10. Ms. Fehrer recommended closing the account.

On a motion by Mr. Whittington, seconded by Dr. Gates and carried by unanimous vote, the Board approved to close the Benchmark account.

Ms. Totten reported that the drill truck needed to be replaced and based on the recommendations from the Personnel Committee meeting on February 24, 2026, she contacted a local automotive dealer to negotiate a lower price on a previously quoted 2025 GMC Sierra 2500 \$51,335.00. She reported the dealer would not come down on the price. Ms. Totten stated that Ms. Fehrer contacted the dealer in Virginia Beach about a 2024 Ford F250, previously quoted at \$44,702, the truck was no longer available, but sent a new quote for a 2026 Ford F250 for \$46,787.00.

On a motion by Dr. Gates and seconded by Mr. Rash and carried by unanimous vote, the Board approve the purchase of the 2026 Ford F250 for \$46,787.00 to replace the drill truck.

The Board recommended keeping the current drill truck at the office for an additional field vehicle for now.

PLANNING: Chr. Moyer
No report

WATERSHEDS: Chr Arnason

Ms. Fehrer reported that Mr. Wilson, DCR Engineer, sent the three Small Dam Repair grant agreements for board approval. Grant Agreement #SDR20005 for \$50,000 for gate valve inspections and repairs at Buffalo 5,6,7,8, and 9, Grant agreement #SDR26006 for \$35,000 for gate valve inspections at Buffalo 1,2,3,4, and Bush 4B., which has already been completed and grant agreement #26007 for \$215,000 for the wave berm, graded filter and auxiliary spillway tile drain project at Buffalo 1, which was carried over from 2025 and given a new grant agreement number, this project will start in April.

On a motion by Mr. Rash, seconded by Mr. Adams and carried by unanimous vote, the Board approved grant agreements # SDR26005 \$50,000 #SDR26006 \$35,000 and #SDR26007 \$215,000.

PERSONNEL: Chr. Morris

On a motion by Dr. Gates, seconded by Ms. Morris and carried by unanimous vote, the Board approved the February 24, 2026, personnel committee minutes as presented.

Ms. Totten reported that the application period for the Program Support Specialist has ended. She stated that she received three applications that were all good candidates and asked if the Board would like her to readvertise or move forward with interviews. Ms. Fehrer stated that the budget supported this position.

On a motion by Dr. Gates, seconded by Mr. Rash and carried by unanimous vote, the Board approved the Personnel Committee to proceed with interviews and the hiring process.

LEGISLATIVE COMMITTEE - Chair Rash

Mr. Rash reported that the Senate budget was more favorable for districts than the house budget. He stated that April 23 would be the earliest opportunity for an approved budget.

COMMUNICATION / EDUCATION – Chair Gunn

Ms. Totten reported that the education committee made a recommendation to award 4 scholarships: 2 high schoolers and 2 college students this year.

On a motion by Mr. Adams, seconded by Ms. Morris and carried by unanimous vote, the Board approved to award 4 scholarships. (\$2,000 each) to the following: 2 high school winners Julia King (Nottoway), Rudee Atkinson (Prince Edward), and 2 college winners Laila Jones (Prince Edward) and Marina Morris (Amelia). She noted that Rudee Atkinson would be submitted to the VASWCD to be considered for an additional scholarship.

Ms. Totten reported that she had send the MOU with Capital Region Land Conservancy and the Piedmont SWCD to move forward in the process of co-holding the conservation easement for Coverly Farm in Amelia county. She asked the Board if they had reviewed the agreement and had any questions or concerns about the agreement before signing the document. She reminded the Board of the approval at the February 24, 2026 board meeting to move forward with the process. The Board had no issues with signing the MOU.

Ms. Totten reminded the Finance and Personnel Committee of the meeting prior to April 28 board meeting.

ADJOURNMENT:

The meeting was adjourned at 11:52 pm.

Submitted By Paula Totten Date: 4/28/26
Paula Totten, Piedmont SWCD Staff

Approved By Horace Adams Date: 4/28/26
Horace Adams, Director / Secretary

