



**Piedmont Soil and Water Conservation District
Board of Directors Meeting Minutes
Farmville, Virginia
June 22, 2021 11:00 a.m.**

Board Members Present:

Larkin Moyer – Director, Amelia County / Chairman
Ricky Rash – Director, Nottoway County / Vice Chairman
Bill Powers – Director, Prince Edward County / Secretary
Allison Crews – Director, Amelia County
Horace Adams- Director, Prince Edward County
Juan Whittington – Appointed Director, Amelia County
Gary Dillard – Associate Director, Amelia County
Sarah Eck – Associate Director, Nottoway County

Board Members, Staff & Partners Absent:

Haley Norton- Appointed Director, VCE Nottoway County
Telicia Berry, NRCS District Conservationist Amelia office

SWCD Staff Present:

Kevin Dunn – BMP Conservation Specialist
Deanna Fehrer - District Manager
Charlie Wootton – Senior Conservation Specialist
Brendan Burke – PSWCD Equipment Manager
Shirley Tinker - Program Assistant

Partners Present:

Denney Collins, Conservation District Coordinator, Dept. Conservation & Recreation
Bailey Anderson, Part Time VCE ANR agent Prince Edward County
Jeremy Evans, NRCS District Conservationist Nottoway/Prince Edward office

Board Members, Staff and Partners participating remotely:

Charles “Chuck” Arnason – Director, Nottoway County / Treasurer
Kelly Atkinson – PSWCD Education Specialist

Guests:

Douglas Stanley, Prince Edward County Administrator

CALL TO ORDER & WELCOME

A regular meeting of the Piedmont SWCD Board of Directors was held at the Prince Edward Natural Resources and Agriculture Building in Farmville on Tuesday, June 22, 2021. Chairman Moyer called the meeting to order and opened the meeting with prayer. Mr. Moyer welcomed everyone present. A quorum was physically present. Mr. Rash asked to include a report on a legislative item during the Finance Committee report. The agenda was adopted by group consensus.

SECRETARY'S REPORT

On a motion by Mr. Rash, seconded by Mr. Powers and carried by unanimous vote, the Board approved the May 25, 2021 minutes as presented.

TREASURER'S REPORT

On a motion by Mr. Rash, seconded by Mr. Powers and carried by unanimous vote, the Board accepted the May 2021 Treasurer's Report as presented to be filed for audit. A detailed written report was provided to the Finance Committee.

CONSERVATION COMMITTEE - Reported by Mr. Dunn and Mr. Wootton

On a motion by Mr. Rash, seconded by Ms. Crews and carried by unanimous vote, the Board accepted the following 7 cancelations:

Chesapeake Bay VACS-PY 21

Emert Enterprises LLC 05-21-0002	CCI-SE-1 Stream Exclusion Maintenance (2730') Instance 394749 Estimated Cost \$ 1,365.00 Estimated Incentive \$ 1,365.00
Don Benson 05-21-0005	SL-1 Vegetative Cover (17.9 acres) Instance 407922 Estimated Cost Share \$ 4,891.17 Estimated Tax Credit \$ 258.43
Richard Goode 05-21-0009	Instance 409669 SL-8H Estimated Cost Share \$ 3,474.00
Creamfield Farm 05-21-0011	Instances: 409677, 409681, 409680 SL-8B Estimated Cost Share \$ 6,140.00 NM-1 " " \$ 245.60 NM-5P " " \$ 982.40
John Shepherd 05-21-0027	Instances: 417933, 417934 NM-1 Estimated Cost Share \$ 1,581.20 NM-5P Estimated Cost Share \$ 6,324.80
George Toth 05-21-0032	Instance 418456 SL-8H Estimated Cost Share \$ 1,200.00
OCB VACS PY21	
John Shepherd 05-21-0030	Instance 417936 NM-5P Estimated Cost Share \$ 1,976.80

On a motion by Mr. Rash, seconded by Mr. Powers and carried by unanimous vote, the Board approved the following applications:

Chesapeake Bay VACS

Tyler Piper	SL-6W Stream Exclusion with Wide Buffer (50'/10yr) (3,000')
05-21-0079 (432657)	Estimated Cost \$ 10,989.50
	Estimated Cost-Share \$ 10,440.03
	Estimated Buffer Payment \$ 2,720.00
	Total Estimated Cost Share \$ 13,160.03

Tyler Piper	SL-6W Stream Exclusion with Wide Buffer (35'/10yr) (7,800')
05-21-0079 (432656)	Estimated Cost \$ 46,129.00
	Estimated Cost-Share \$ 39,209.65
	Estimated Buffer Payment \$ 5,280.00
	Total Estimated Cost Share \$ 44,489.65

David Ashman	CCI-SL-6W Stream Protection Wide Buffer- Maintenance (13,520')
05-21-0017 (432661)	Estimated Cost \$ 19,900.00
	Estimated Incentive \$ 19,900.00

05-21-0017 (432660)	CCI-SL-6N Stream Protection Narrow Buffer- Maintenance (2,470')
	Estimated Cost \$ 3,602.50
	Estimated Incentive \$ 3,602.50

Hoot Owl Hollow	CCI-SL-6W Stream Protection Wide Buffer- Maintenance (22,775')
05-21-0016 (432658)	Estimated Cost \$ 33,968.75
	Estimated Incentive \$ 33,968.75

05-21-0016 (432659)	CCI-SE-1 Stream Protection - Maintenance (2,830')
	Estimated Cost \$ 1,415.00
	Estimated Incentive \$ 1,415.00

Total Chesapeake Bay Funding FY21 Approvals \$ 116, 535.93

On a motion by Ms. Crews, seconded by Mr. Whittington and carried by unanimous vote, the Board approved the following applications:

OCB VACS

Harrison Moody	NM-1A Nutrient Mgmt. plan (356.6 ac)
05-21-0029 (417939)	Estimated Incentive \$ 713.20

Bassett Hound Haven Est.	CCI-SL-6W Stream Protection Wide Buffer- Maintenance (3,600')
05-21-0080 (432664)	Estimated Cost \$ 4,750.00
	Estimated Incentive \$ 4,603.60*

***remaining PY21 OCB VACS funding**

Total OCB Funding FY21 Approvals \$ 5,316.80

Transfer of Contract

On a motion by Mr. Rash, seconded by Ms. Crews and carried by unanimous vote, the Board accepted the following contract transfer:

Douglas R. Spencer to Phillip B. Critchfield

05-19-0020 (328422, 328429, 328432,320379) (SL-6, CREP)

Tax Credit

On a motion by Mr. Rash, seconded by Ms. Crews and carried by unanimous vote, the Board approved the following tax credit:

Don Benson	SL-8B Cover Crop for Nut. Mgmt. (152.8 acres)
05-21-0005 (432666)	Estimated Cost \$ 15,280.00
	Estimated Cost-Tax Credit \$ 3,820.00

Carryovers

On a motion by Mr. Rash, seconded by Ms. Crews and carried by unanimous vote, the Board approved the attached VACS carryovers from PY19 and PY20.

The following practices have a two-year completion period and are being carried over but require no Board action: (All Chesapeake Bay funding)

Whitaker Farms	SL-6W Stream Exclusion with Wide Buffer (35'/10yr) (2800')
05-21-0021 (422778)	Estimated Cost \$ 15,416.00
	Estimated Cost-Share \$ 13,103.60
	Estimated Buffer Payment \$ 1,440.00
	Total Estimated Cost Share \$ 14,543.60
	Total Estimated Tax Credit \$ 218.10

Glen View Farm	SL-6W Stream Exclusion with Wide Buffer (50'/10yr) (900')
05-21-0051 (424494)	Estimated Cost \$ 16,664.00
	Estimated Cost-Share \$ 15,830.80
	Estimated Buffer Payment \$ 1,600.00
	Total Estimated Cost Share \$ 17,430.80

<u>Emert Enterprises LLC</u>	SL-6N Stream Exclusion with Narrow Buffer (10'/10yr) (500')
John D. Emert	
(05-21-0002) (394732)	Estimated Cost \$ 8,088.00
	Estimated Cost-Share \$ 4,852.80
	Estimated Tax Credit \$ 808.80

Wilford Poore	NM-5N Precision Nut. Mgmt. Nitrogen(194 ac)
05-21-0018 (427611)	Estimated Cost \$ 2,328.00
	Estimated Cost-Share & Incentive\$ 1,784.00

The following correction is noted for the minutes: On the March 23, 2021 Conservation Report, a practice for Robert Jones, contract 05-21-0033, was approved as a NM-6 Manure Injection but was listed as a NM-5P Precision Nut. Mgmt. – Phosphorous. It should be corrected as a NM-6 practice. The funding approval was correct.

DEQ 319(h) Residential Septic Contracts

On a motion by Mr. Whittington, seconded by Ms. Crews and carried by unanimous vote, the Board approved the following septic cancellation (\$315.00); the following applications totaling \$21,775.00 (Flat Creek #16970 grant), \$3,275.00 (Spring Creek #16969); and a Contract Transfer from James Eubank to Nancy Scruggs/Lynn Taylor.

Flat Creek, etc. Grant #16970**Amelia****Cancelation**

Shirley M Jackson	RB-1 Conventional Onsite Septic System Pumpout
05-21-0058 (427672)	Estimated Cost \$ 350.00
	Estimated Cost Share (90%) \$ 315.00

Approval**Amelia**

Shirley M. Jackson	RB-5 Alternative Septic System
05-21-0058 (432643)	Estimated Cost \$ 24,000.00
	Estimated Cost Share (90%) \$ 21,600.00

Nottoway

Betsy Irby	RB-1 Conventional Onsite Septic System Pumpout
05-21-0081 (432674)	Estimated Cost \$ 350.00
	Estimated Cost Share (50%) \$ 175.00

Spring Creek, etc. #16969**Prince Edward**

Walter B. Glasscock	RB-4 Conventional Onsite Septic System Repair/Replacement
05-21-0078 (432333)	Estimated Cost \$ 6,550.00
	Estimated Cost Share (50%) \$ 3,275.00

Transfer of Contract

Spring Creek Grant Contract 05-18-0089 (305193)	RB-4 Conventional Onsite Septic System Repair, from James Eubank, Jr. to Nancy Scruggs/Lynn Taylor	\$3,344.25
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Conservation Plans:

On a motion by Mr. Rash, seconded by Ms. Crews and carried by unanimous vote, with Mr. Whittington (Featherstone Farm) leaving the room, the Board approved the following conservation plans:

Featherstone Farm	BMP
Don Benson	BMP
AMEVA Farm Inc, (2)	BMP
Tyler Piper	BMP

On a motion by Mr. Rash, seconded by Mr. Powers and carried by unanimous vote, the Board accepted the May 25, 2021 Conservation Committee Minutes as presented.

MOU Small Herd Initiative:

On a motion by Mr. Rash, seconded by Ms. Crews, and carried by unanimous vote, the Board accepted the DCR MOU Small Herd Initiative as presented. This program targets farmers with smaller herds of livestock (25-30) and offers up to 100% cost share, but is capped at \$25,000 cost share.

PERSONNEL COMMITTEE

Mr. Dillard reported Mr. Burke submitted his resignation as Equipment Manager effective July 12, 2021. Mr. Burke has been hired as the Virginia Department of Historic Resources new “Underwater Archeologist”. Mr. Dillard thanked him for his service to the PSWCD and equipment rental clients. Mr. Dillard also reported that during the recent Finance/Personnel Committee meeting, Ms. Fehrer notified everyone that Mr. Wootton is preparing for retirement and would like to reduce his hours to part-time starting January 1, 2022. During the committee’s meeting, it was also recommended to hire a part-time Urban Conservationist to administer the septic and VCAP programs. Mr. Dillard reported the Personnel Committee will be meeting to discuss health insurance benefits.

On a motion by Mr. Rash, seconded by Mr. Whittington and carried by unanimous vote, the Board approved the advertising of the Equipment Manager Position and the Conservation Technician/Specialist position.

FINANCE COMMITTEE

Mr. Dillard made the following two changes to the Finance & Personnel Committee minutes dated June 16, 2021: In paragraph 2, sentence beginning “Mr. Dillard instructed...” change to “Mr. Dillard requested..”, and correct the following sentence beginning ‘present all permanent staff’ to ‘recommend all permanent staff.’.

On a motion by Mr. Rash, seconded by Mr. Powers and carried by unanimous vote, the Board approved the June 16, 2021 Finance/Personnel Committee minutes as presented with the above corrections.

Mr. Arnason reported during the joint meeting of the Finance and Personnel Committees, that the following action items were discussed and the Committees made the recommendation that the Board approve the items as listed below.

On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board approved the DCR Operational Grant Agreement #503OPS-22-23-GF in the amounts of \$169,880 for administration and operations and \$42,000 for dam maintenance. Mr. Arnason reported there were no changes in the grant deliverables.

Mr. Arnason reported the Governor approved the largest VACS funding to date. **On a motion by Mr. Arnason, seconded by Ms. Crews and carried by unanimous vote, the Board accepted the DCR VACS Cost-share and Technical Assistance Grant Agreement #503CSTA-22-34-GF in the amounts of \$1,910,534 of CB VACS, \$61,880 in OCB VACS and \$212,804 in technical assistance funding.** Grant deliverables remain the same except for the addition that districts are required to submit to DCR an approved annual VACS cost list.

On a motion by Mr. Arnason, seconded by Mr. Whittington and carried by unanimous vote, the Board approved the DCR Small Dam Repair Fund Agreement SDR21009 in the amount of \$107,000 for construction funding to repair a wave berm at Buffalo #6 dam.

Mr. Arnason reported the proposed FY22 Operational Budget includes the grant agreements that were just approved, with the exception of the technical assistance funding. Mr. Fehrer reported that if 90% of VACS funding is not spent, then a percentage of technical assistance funding will be returned to DCR along with the funding. In order to be conservative with technical assistance funds, the amount for the budget was based on the possibility of having to return a portion of the VACS CB allocation. DCR provided a formula to calculate the technical assistance funding and \$148,358 was calculated and included in the budget. The budget funding also includes \$28,240 of level funding from the three localities, \$14,181 of personnel costs from septic grants and \$17,000 estimated income from the equipment rental program, for a total budget of \$2,504,073. The expense side of the budget reflects the hiring of the full-time conservation technician, part-time urban/septic conservationist and a 5% increase in staff pay rates. **On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board approved the FY22 Operational Budget of \$2,504,073.** Budget workpapers are on file at the office.

On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board approved the following changes to the Financial Policy: replace Dr. Chaffin with Mr. Arnason as check signatory; and removal of the sentence requiring cost share checks over a certain amount be mailed certified mail.

The FY23 Attachment D Budget Template was reviewed. **On a motion by Mr. Arnason, seconded by Mr. Rash and carried by unanimous vote, the Board approved the FY23 Attachment D Budget Template with a total of \$477,708 in operational funding (not including cost share funding) as presented.**

Mr. Arnason reported that NRCS staff in Washington DC are strongly advocating that SWCDs across the country sign an MOU with SWCDs that outlines what each agency will and will not do. Each state NRCS office is heading up the effort and this has been attempted with prior administrations. After a well-attended conference call between Dr. Martinez, his NRCS staff, SWCD directors and staff, there were several major areas of the MOU between NRCS and SWCDs that need additional discussion. Dr. Martinez will be reaching out to districts for additional feedback and conversation.

Mr. Rash reported that state revenues are projected to end up with a possible \$1B surplus, which will result in extra funds being allocated to the Natural Resources Commitment Fund. That may equate to a possible \$100M of extra cost share program funding in FY22. The Secretary of Natural Resources has the authority to direct where the surplus funds can be applied – to either a point source or non-point source program or combination. At this week's VASWCD quarterly board meeting, it will be discussed the ramifications of extra cost share money (given that districts have received the highest allocation ever) and if those funds could be utilized to help with SWCD operations or dam funding. Mr. Rash asked that any suggestions for ideas be forward to him.

Mr. Rash also reported the summer intern for VASWCD has been working on a template for SWCDs to use to invite General Assembly members to attend SWCD Board meetings. It is hopeful that several districts will invite their representatives.

WATERSHED

Mr. Arnason reported the beavers have returned to Bush #5 Dam. The risers need to be cleaned and the beavers need to be trapped. PSWCD received a quote of \$4,000 from the district's dam maintenance contractor. This dam was affected by beavers in 2018 and 2019 and continues to be a problem. Mr. Arnason suggested that the district have an annual trapping schedule and program. Mr. Arnason expressed a concern about liability from the work and requests staff contact Mr. Charles Wilson with his concerns. Ms. Fehrer will also inquire if districts with dams are covered by the State's Risk Management.

On a motion by Mr. Arnason, seconded by Ms. Crews and carried by unanimous vote, the Board approved up to \$4,000 for removing the beaver debris from Bush #5 riser and trapping the beaver, contingent on the contractor having the proper insurance; and to resume/begin a regular winter trapping program.

Mr. Arnason also reported that Mr. Charles Wilson conducted two engineering inspections at Buffalo #4 and Bush #7 dams and that Ms. Crews, Mr. Arnason and Mr. Wootton accompanied him. There are numerous "Tree of Heaven" on the side slopes of the emergency spillways at Bush #2 and Bush #7 that need removal this summer.

PLANNING

The FY22 Annual Plan of Work was reviewed. **On a motion by Mr. Rash, seconded by Mr. Whittington and carried by unanimous vote, the Board approved the FY22 Plan of Work as presented.**

COMMUNICATION / EDUCATION

Ms. Fehrer read the report from Ms. Atkinson stating she had sent out press releases for the mini-grant, scholarships and poster contest. The watershed display was a success at Richlands Dairy. It was also announced that Farm and Family Day would be September 11th at SPAREC. Mr. Moyer passed around a thank you letter from one of the scholarship recipients. Ms. Fehrer reported that the Warm Season Grass Forage program where the district displayed the new drill was well attended and that the office will be sending out information about the drill and cost share programs that could utilize the drill seeding capabilities.

DISTRICT MANAGER AND PARTNER AGENCY REPORTS

Staff reports (Attached)

Ms. Fehrer thanked Mr. Burke for his service to the PSWCD and wished him well with his new job.

Department of Conservation and Recreation (Attached).

Ms. Collins highlighted some important dates and other information from her attached report.

USDA-NRCS – Farmville & Amelia (Attached)

Mr. Evans reported that the CSP deadlines were coming up. He also let the board know that because the scanning team had fallen behind, they will be shipping records to WV to be scanned and shipped back. This process should take about a week. Ms. Berry’s report is attached.

VCE

Ms. Anderson announced her part time position has ended in the Prince Edward extension office, but they will be opening a full-time position. She will be applying for the full-time position.

ROUNDTABLE

The US Secretary of Agriculture, Tom Vilsack, and other dignitaries visited Mr. Whittington’s farm in Amelia last Friday. It was a successful tour.

Ms. Crews reminded everyone about National Soil Day and encouraged them to visit the website www.4thesoil.org. She also emphasized the 4 principles of healthy soil: Keep Soil Covered; Minimize Soil Disturbance; Maximize Living Roots; Energize with diversity

ADJOURNMENT:

The meeting was adjourned at 12:52 pm.

ATTACHED DOCUMENTS:

FY19 and FY20 VACS Carryovers
Staff & DCR reports.

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

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