

Robert E. Lee Soil & Water Conservation District  
7631-A Richmond Hwy.  
Appomattox, VA 24522  
Phone 434-352-2819 FAX 434-352-9405  
www.releeconservation.com  
Board of Directors Regular Meeting Minutes  
The Spring House Restaurant  
9789 Richmond Hwy  
Lynchburg, VA 24504  
June 22, 2023 – 6:00 p.m.

**Directors:** Jeff Floyd, Chairman  
(Present) Doug Perrow, Treasurer  
Chad Barrett, Assistant Treasurer  
Bonnie Swanson  
Karen Angulo  
Jennifer Elliott

**Directors:** Bruce Jones  
(Absent) Brandon Payne  
Charles Smith  
Brandon Schmitt

**Staff/Partners:** Jonathan Wooldridge, RELSWCD District Manager/Sr. Ag BMP Cons. Spec.  
(Present) Cindy Miller, RELSWCD Office Administrator  
Katelin Savage, RELSWCD Conservation Education Specialist  
Dustin Woodall, RELSWCD Conservation Technician  
Kelly Burke, NRCS District Conservationist

**Staff Absent:**

**Others:**

**Call to order:** The regular meeting of the Robert E. Lee Soil and Water Conservation District Board of Directors was called to order June 22, 2023 at 6:00 p.m., by Jeff Floyd, Chairman at The Spring House Restaurant, 9789 Richmond Hwy, Lynchburg, Virginia.

**Adopting the Agenda:** Jeff Floyd, Chairman, asked if there were any changes to the agenda. **Motion was made to approve the agenda as presented. Approved (Perrow, Barrett passed 6/0).**

**Acknowledgement of Guests:** Acknowledgement of 2023 Scholarship recipients Nathan Neblett ( Amherst Co) and Micah Johnson ( Appomattox Co) , each were presented with Scholarship Certificates.

**Reading and Approving of the May 25, 2023 Minutes:** Jeff Floyd, Chairman, asked if there were any corrections to the minutes (copy filed with the minutes). **Motion was made to approve the minutes as written. Approved (Perrow, Barrett passed 6/0).**

#### **REPORT OF OFFICERS/PARTNERS/STAFF**

**1-Treasurer's Report –May 2023 – Doug Perrow, Treasurer,** gave the Treasurer's report (copy filed with minutes). Cost Share and Operation Savings bank statements were reconciled to the checkbook and QuickBooks program. No discrepancies noted. All financial reports are on file.

**2-DCR Conservation District Coordinator Report - Mark Hollberg,** CDC provided the June 2023 report. (Copy filed with minutes).

#### **Administration:**

Quarterly Reports are due in my office no later than July 17, fourth quarter reports are to include year-end cash balance and carry over reports and the FY23 Attachment E "roll up."

All FY23 deliverables for both the *Administrative & Operational Grant* and *Cost-Share and Technical Assistance Grant* must be satisfied by **June 30**. A

The FY23 Self-Assessment Questionnaire was emailed to district administrators on 5/24 with a **July 17** due date. Please make every effort to see that all data in the tracking program is complete and accurate **by July 17**. Please use the canned Logi reports at *Shared Reports>District Year End Reports>QA/QC Reports* to check your data. The State Board had no quorum at its May 25 meeting. A June meeting will be scheduled. Districts need to prepare draft FY24 budgets using figures from FY24 Policy documents in the State Board's meeting packet that I forwarded to district offices prior to the 25<sup>th</sup>.

#### Ag Cost Share:

If at June board meetings all FY23 VACS work cannot be completed, consider delegating the authority to do so to the Ag/Tech Committee or to the Board Chair.

See pages II 41 - 44 in the VACS manual for practices eligible to be carried over from one program year to the next.

Letters should be sent to participants informing them of their contract extensions.

No 2023 VACS contracts can be approved for funding before PY23 secondary considerations are approved by both the District BOD and DCR and the District-approved PY23 average cost list has been submitted to DCR.

Meetings and training are on file.

Clean Water Awards should be submitted by October 2, 2023.

**3-USDA Natural Resources Conservation Service Report** – Kelly Burke, NRCS District Conservationist gave the June 2023 report. (Copy filed with minutes)

- July 28: Virginia's OTI (Organic Transition Initiative) EQIP Offering Ranking Deadline
- July 31: FSA – CRP-Clear 30 Signup/ LWG Meeting Minutes Deadline
- August 7th: FSA Continuous-CRP Application Deadline
- August 15th: Final EQIP Obligations Deadline
- September 8th: Continuous-CRP Conservation Plan Deadline
- September 15th: EQIP-IRA Obligations Deadline
- September 29th: FY24 EQIP/CSP Application Ranking Deadline

#### Environmental Quality Incentives Program (EQIP)

- 17 EQIP Contracts: 3 Amherst, 3 Appomattox, 11 Campbell Co
- 42 Equip Applications: 12 Amherst, 11 Appomattox, 19 Campbell Co
- 3 EQIP CIC Applications: 1 Appomattox, 2 Campbell Co

#### Conservation Stewardship Program (CSP)

CSP-Grassland Conservation Initiative (CSP-GCI)::

- 30CSP-GCI:contracts: 10 Appomattox, 20 Campbell
- 25 CSP Contracts: 4 Amherst, 5 Appomattox, 15 Campbell, 2 Pittsylvania
- 2 CSO Applications: 3 Campbell co, 1 Appomattox

Conservation Reserve Programs/ Conservation Reserve Enhancement Program (CRP/CREP)

- 36 Crep contracts
  
- 7 General CRP contracts
- 0 Continuous CRP contracts
- 12 CREP expiring 2023
- 6 General CRP expiring 2023

Conservation Technical Assistance

- 12 Potential Participants
  - 3 Wildlife/ Forestry
  - 2 Wildlife
  - 6 Pasture
  - 1 Forest

Trainings are on file.

**4-Virginia Department of Forestry Report** – BJ Butler, Area Forester – June 2023 report was not provided.

**5-Virginia Cooperative Extension Report** – Bruce Jones, Appomattox VCE Agent- June 2023 report was provided.

1. Sheep and Goat Producers – FAMACHA educational session – June 28 – 6 pm at Wilt Family Farm in Appomattox. Contact Appomattox Extension office for more information.
2. Southern Piedmont AREC Forage and Tobacco Field day – July 27 – Blackstone
3. Virginia Ag Expo – Virginia Beach – August 3
4. Central VA Crops Expo – August 18 – Hat Creek – date may change due to other conflicts

Dr. John Fike, Virginia Tech Forage and Hemp Specialist, has a research/demonstration plot on a farm in Appomattox looking at plantain as a possible forage.

**6-RELSWCD District Manager/Sr. Ag BMP Conservation Specialist Report:** Jonathan Wooldridge gave the June 2023 report (copy filed with minutes).

**Practices and Conservation Plans for Board Approval:**

Monthly duties are kept up to date.

Carryover list:

<u>Contract/ Instance#</u>	<u>Prac</u>	<u>Co.</u>	<u>Est. Cost</u>	<u>CS amt.</u>	<u>Comp/Date</u>	<u>TC</u>	<u>Fund</u>
10-22-0001/ 453060	SL-6W	CB/AP	\$79,875.00	\$89,523.00	6-30-2024	N/A	CB VACS PY22
10-22-0027 / 474160	SL-6W	CB/AM	\$16,625.00	\$20,345.00	6-30-24	N/A	CB VACS PY2022
10-22-0029  475045	SL-6W	CB/AP	\$108,925.00	\$119,953.00	June 30, 2024	N/A	PY22 CB VACS
10-22-0031  475560	SL-6W	CB/AP	\$80,654.50	\$85,478.50	June 30, 2024	N/A	PY22 VACS CB
10-23-0004  507099	NM-5N	OCB/AP	\$3,107.20	\$3,107.20	June 30, 2024	N/A	PY23 OCB VACS
10-23-0005  507100	NM-5P	OCB/AP	\$6,561.60	\$6,561.60	June 30, 2024	N/A	PY23 VACS OCB
10-23-0044  524656	FR-1	OCB/CAM	\$13,050.00	\$13,050.00	June 30, 2024	N/A	PY23 VACS OCB
10-23-0045  524659	FR-1	OCB/CAM	\$3,262.50	\$3,262.50	June 30,2024	N/A	PY23 VACS OCB

10-23-0048	FR-1	CB/AP	\$4,893.75	\$4,893.75	June 30, 2024	N/A	PY23 CB VACS
524859							

Motion to approve all Carry overs as listed. Approved (Perrow, Angulo passed 6/0).

**PY23 Cost Share Funding:**

DCR Allocation: CB: \$1,706,895.00, OCB: \$916,967.00 = \$2,623,862.00

District Obligated: CB: \$1,635,890, OCB: \$885,692.00 = \$2,521,582.00

90% = \$2,361,475.80 to receive A on Hollberg's assessment.

Motion: *The Board authorizes staff to return what unobligated 2023 VACS is necessary to hit at least the 90% obligation goal. The Board recognizes that a proportional amount of Technical Assistance must be returned as well if any allocation is surrendered.*

*No motion required due to we exceed the 90%.*

**Watershed Dams:**

Watershed dams are doing well and in good shape. Dams are checked as rain fall events happen.

**Spot Checks:**

9-21-2022: 7 spot checks in Appomattox and Campbell. Had two contracts that needed gravel tending around water troughs (complete), 1 needing fence tending to get cows out of the buffer and stream crossing rebuilt. Have been in contact with the landowner of the steam crossing and the rebuilding is still working with NRCS addressing that stream crossing issue Meeting information is on file.

**Hours/Mileage:**

168hrs worked

1710 miles traveled

7-RELSWCD Conservation Technician-Dustin Wooldall gave the June 2023 report (copy filed with minutes).

- Performed monthly duties
- Conducted field visits
- Conducted check-ups on cover crop termination
- Attended PY24 VACS Program Updates virtual meeting
- Attended Soil Science, Soil Fertility and Crop Production School
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8-RELSWCD Education Specialist Report-Katelin Savage gave the June 2023 report(copy filed with minutes).

**June Activities:**

- June 5<sup>th</sup> and 6<sup>th</sup>: Project Wild Facilitator Training
- June 7<sup>th</sup>: Appomattox Library Summer Reading Program
- June 15<sup>th</sup>: Stream Ecology at Camp Sacajawea with Altavista YMCA
- June 20<sup>th</sup>-22<sup>nd</sup>: Camp Woods and Wildlife

**June Meetings:**

- June 8<sup>th</sup>: Woods and Wildlife Counselor Training and VASWCD Education Committee

**Upcoming Activities:**

- July 4<sup>th</sup>-6<sup>th</sup>: Appomattox 4-H Camp

**Notes:** The Underground Classroom trailer has been delivered to Gropen to complete the design. I am working on designing the replacement exhibit that is relevant to our area. The photo and poster contests are still open and I am working on getting some submissions for those. I will begin advertising the outdoor classroom grants in the upcoming weeks as well.

9-RELSWCD Office Administrator Report – Cindy Miller gave the June 2023 report (copy filed with minutes).

Monthly duties are kept up to date.

- Assisted Katelin with activities as needed.
- VCAP inquiry continues for Altavista location
- VCAP training continues
- Researched possibility of a third vehicle
- Coordinated payment, pickup and delivery of Trailer for Underground classroom to Gropen in Charlottesville.

Motion request to adopt the DCR Administrative and Operational Grant Agreement.

Motion request to adopt the DCR Cost-Share and Technical Assistance Grant Agreement.

Meeting information is on file.

Our next Board of Directors meeting will be on Thursday, July 27, 2023 at 6 p.m.

10. Timberlake WID –June 2023 Doug Perrow provided a verbal report.

Lake continues to fill up with the current rain. Recommended TWID consult with a private engineer on ways to prevent the need for a future dredge.

**REPORT OF COMMITTEES:** Agriculture Committee minutes reviewed with Board of Directors.

- Average Cost List Review FY 2024 Motion was made to increase the cost share list by 15% for each item. **Approved 6/0.**
- Secondary Consideration for VA Ag Best Management Practice Cost-Share Program PY 24. Motion request was made to update year on #3 with no other changes and to allow Jonathan to make changes while keeping the BOD informed until DCR approves. **Approved 6/0**
- Log of Labor and Equipment Time for Conservation Projects FY 24  
Motion was made to increase each item by 15% and to update the year to FY24. **Approved 6/0.**
- Cost Share Evaluation Worksheet Program FY 24  
Motion request was made to update the date to FY24 and to continue to use the worksheet as it is. **Approved 6/0**

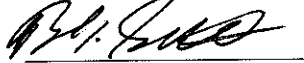
**UNFINISHED BUSINESS- None**

**NEW BUSINESS-** Open discussion was done to discuss the need for a more powerful truck to pull the Underground Classroom Trailer. Discussed the pricing on a Heavy Duty Ford 350. Discussion was tabled. Quotes are attached. Truck bid information is on file.

**PUBLIC COMMENT – None**

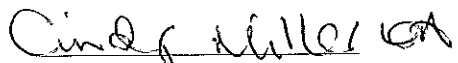
**ANNOUNCEMENTS – None**

**ADJOURNMENT -** The Chairman adjourned the meeting at 7:11 p.m. **Approved (Perrow/ Barrett passed 6/0)**



Jeff Floyd, Chairman

Brandon Schmitt



Cindy Miller, Office Administrator