

**Robert E. Lee Soil & Water Conservation District**  
**Board of Directors Meeting**  
**7631-A Richmond Hwy Appomattox VA 24522**  
**Phone 434-352-2819 FAX 434-352-9405**  
**www.releeswcd.com**  
**October 25, 2007 – 6:30 p.m. - The Spring House Restaurant**

**Directors:** Michael J. Russell, Chairman  
(Present) Albert Carter, Vice-Chairman/Asst. Treasurer  
Charlie Elliott  
R. J. Wingfield  
Herman Schenkel, Jr.  
Judith Elliott  
Julius Sigler, Jr.

**Directors:** James Fulcher  
(Absent) William Seay  
Calvin Johnson

**Associate Directors:**  
(Present)

**Associate Directors:** Kent White  
(Absent)

**Others Present:** Carrie Hagin, DCR CDC  
Don Yancey, NRCS District Conservationist  
E. K. "Bud" Colbert, Timberlake WID Trustee  
Thomas McCraw, Timberlake WID Trustee  
Mark Davis, SWCD Ag BMP Conservation Specialist  
Anne Marie Clarke, SWCD Watershed Coordinator  
Julie Stratton, SWCD Office Administrator  
Judy Strang, SWCD Education Specialist  
David Sandman, SWCD TMDL Ag BMP Technician

## **OPENING**

**Call meeting to order:** Michael J. Russell, Chairman, called the meeting to order.

**Introduction of Guests:** None

**Motion to Adopt Agenda:** The Chairman asked if there were any additions/corrections to the Agenda. There being no additions/corrections, the agenda was approved as presented.

**Approval of Minutes:** The Chairman asked if there were any corrections to the September minutes. There being no corrections, the minutes were approved as read.

## REPORTS

**Treasurer's/Budget report:** The September treasurer's report (agenda item #5) was reviewed by Julius Sigler, Jr., treasurer, and will be on file in the District office.

**Conservation District Coordinator report:** The October report (agenda item #6) was presented by Carrie Hagin, CDC, and will be filed with the Minutes in the District office. Items emphasized:

- First quarter report received.
- Reallocation of last year's unobligated cost share funding is now being considered. The District will be notified if it is eligible to receive additional cost share funding.
- SWCDs and current 5% budget reduction in state appropriations.
- Reference the BMP manual for specific instruction regarding current drought conditions and SL-8B practices. The SWCD Board may authorize a one time per planting season extension of up to 14 days beyond the specified late planting dates cited within the practice specifications if necessary.
- DCR has a new TMDL Project Manager. Ram Gupta replaces Jason Ericson.

**Natural Resources Conservation Service report:** The NRCS October report (agenda item #7) was presented by Don Yancey, NRCS District Conservationist, and will be filed with the Minutes in the District office. Items emphasized:

- Reviewed status of EQIP and CRP practices.
- Reviewed practices applied for the month.
- October JED training was held in Halifax County at the property of Ward Burton showcasing wetland and wildlife practices that have been installed. November 20 JED training will be held at the Farmville office.
- Follow up to September meeting – farm visit to Roy Wilson and follow up letter on programs.

**Education Specialist report:** The October report (agenda item #8) was presented by Judy Strang, Education Specialist, and will be filed with the Minutes in the District office. Items emphasized:

- Central Virginia Land Conservancy meeting held in Rustburg was well attended.
- Virginia Naturally Grant trail project-Amherst County High School. Need volunteers for outings planned for Nov. 2, 9 and 16.
- Temperance Elementary School WISH biofilter – A maintenance day was held October 18 and a site visit during recent rain to observe biofilter.

**Watershed Coordinator report:** The October report (agenda item #9) was presented by Anne Marie Clarke, Watershed Coordinator, and will be filed with the Minutes in the District office. Items emphasized:

- Attended Stream Bank Restoration Workshop held by the New River Highland RC&D in Blacksburg.
- Mark Sisson (farm in Mill Creek watershed) signed up in the VA ag cost share program.
- Continue to work on application for DOF Water Quality Improvement fund grant for the Willows for LIFE and riparian restoration projects for 2008.
- Reviewed several E&S plans for Amherst County.

**TMDL Ag BMP Technician report:** The October report (agenda item #10) was presented by Dave Sandman, TMDL Ag Technician, and will be filed with the Minutes in the District office. Items emphasized:

- TMDL/BMP update – James Bennett/Knoll Crest Farms has completed one of two SL-6 projects. Andy Carroll (Appomattox) and James Evans (Campbell County) have completed their SL-6 projects but due to a change in the scope of their projects request additional cost share funding as follows:

<u>Applicant</u>	<u>Prac.</u>	<u>Addl. CS requested</u>	<u>Rev. TC amt.</u>
Andy Carroll	SL-6	\$1,224.50	\$1,138.14
James Evans	SL-6	\$ 693.75	\$ 623.18

Albert Carter moved the Board approve the request for additional cost share funding. The motion was seconded by Bobby Wingfield and passed.

- Request approval for the following TMDL practices:

<u>Applicant</u>	<u>Prac.</u>	<u>Est.Cost</u>	<u>Cost Share</u>	<u>TC taken on</u>	<u>TC amt.</u>	<u>Exp.date</u>
Andy Clowdis	SL-6	\$44,271.00	\$33,203.00	\$11,068.00	\$2,767.00	5/30/2008

Albert Carter moved the Board approve the above TMDL practice. The motion was seconded by Julius Sigler, Jr., and passed.

**Ag BMP Conservation Specialist report:** The October report (agenda item 11) was included in the directors' packets and will be filed with the Minutes in the District office. Items emphasized:

- Request approval for the following PY08 BMP practices:

<u>Applicant</u>	<u>Prac.</u>	<u>Cost Share</u>	<u>ACSA</u>	<u>Prog.</u>	<u>TC amt.</u>	<u>Exp.date</u>
Mark Sisson	SL-6	\$22,614.28	\$7,538.09	CB-Base	\$0.00	3/31/2008
Keith Harkin	FR-1	\$ 3,850.00		SR-Base	\$0.00	3/31/2008
Bruce Jones	addl.	\$ 76.50		SR-Cont.	\$0.00	

Albert Carter moved the Board approve the above PY08 BMP practices and additional cost share funding for Bruce Jones. The motion was seconded by Julius Sigler, Jr., and passed.

- Request approval for the following 2007 tax credit application:

<u>Applicant</u>	<u>Cost Share</u>	<u>TC amt.</u>	<u>ACSA</u>	<u>Prog.</u>	<u>Exp. date</u>
Horseshoe Haven Farm	\$0.00	\$1,769.52	\$2,359.38	NA	12/31/2007

Albert Carter moved the Board approve the above 2007 tax credit application. The motion was seconded by Julius Sigler, Jr., and passed.

- Request extension for the following BMP practice:

<u>Applicant</u>	<u>Prac.</u>	<u>Extension date</u>
Bruce Jones	SL-8B	November 15, 2007

Charlie Elliott moved the Board approve the above BMP practice extension. The motion was seconded by Albert Carter and passed.

- Request Board approval to make and install a sign for the District office to be displayed on the History Junction shopping center directory at a total cost of \$640.00. NRCS and the District will each pay \$320.00. Mike Russell moved the Board approve the request to make and install a District office sign at a cost of \$320.00 to come from the budget's contingency fund. The motion was seconded by Bobby Wingfield and passed.
- Follow up to J. E. Brockman spot check – In response to a certified letter to Mr. Brockman from the District he sent a letter to the District declining to bring the practice into compliance. The Board has the option of pursuing legal recourse or writing it off under a hardship case. Following discussion, the matter was tabled until the November meeting.

**Office Administrator report:** The October report (agenda item #12) was presented by Julie Stratton, Office Administrator, and will be filed with the Minutes in the District office. Items emphasized:

- Presented employee time report for September.
- The next District Board meeting will be November 29, 2007, at 6:30 p.m. at The Spring House Restaurant (change because of Thanksgiving holiday).
- The office will be closed: November 12 in observance of Veterans Day  
November 21 (1/2 day), 22, 23 in observance of Thanksgiving
- District audit – The auditors suggested including a personnel evaluation form which reflects any employee pay increase in the employee files. An example was included in the directors' packets. Mike Russell moved the Board approve the Employee Authorization Notification form. The motion was seconded by Julius Sigler, Jr., and passed.
- 1<sup>st</sup> quarter director mileage checks included in the directors' packets.
- BMP funds update.

## **OLD BUSINESS:**

**Blackwater Creek Modeling Project funding request:** Dr. Tom Shahady, Environmental Science Professor at Lynchburg College, requested the RELSWCD board of directors help financially support the completion of Phase II of the Blackwater Creek Modeling Project, work to be done within the next 18 months. The proposed cost of Phase II is \$18,750.00. He is seeking financial support from localities, other non-profits, and grants. Julius Sigler, Jr., moved the Board approve setting up an account to support the Blackwater Creek Modeling Project with a minimum monetary donation of \$5,000.00 and set a cap not to exceed \$10,000.00, with the possibility to request additional funds. Said funds to be taken from the non-discretionary vehicle fund. The motion was seconded by Herman Schenkel, Jr., and passed.

## **NEW BUSINESS:**

**VASWCD 69<sup>th</sup> Annual Meeting information:** The annual meeting will be held December 2-4, 2007, at the Williamsburg Marriott Hotel and Conference Center. Completed registration forms are to be returned to the district secretary by November 9. Hotel reservations are to be made individually and receipts turned in for reimbursement.

## **ANNOUNCEMENTS**

## **ADJOURNMENT**

With no further business to come before the Board, Charlie Elliott moved the meeting adjourn. The motion was seconded by Albert Carter and passed. The next regular Board meeting is scheduled for **November 29, 2007**, at **The Spring House Restaurant**. The meal will be at 6:00 p.m. and the meeting will be at 6:30 p.m.

Respectfully submitted,

---

Julie M. Stratton, Office Administrator

---

Michael J. Russell, Chairman