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SCOTT JESSEE, VT COOP EXTENSION
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ASSOCIATE DIRECTORS:
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**CLINCH VALLEY SOIL AND
WATER CONSERVATION
DISTRICT**

140 HIGHLAND DRIVE, SUITE 4
LEBANON, VA 24266

PHONE: (276) 415-3526

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**Clinch Valley Soil and Water Conservation District
Board Meeting Minutes
July 9th, 2019; USDA Service Center**

BOARD MEMBERS

Adam Wilson, Chair
Zac Ketron, Vice Chair
Gary Breeding, Treasurer
Scott Jessee, Director
Jason Bush, Director
Mike Altizer, Associate Director
Bill Worrell, Associate Director (Not Present)
Kelly Gilmer, Associate Director

STAFF

Hunter Wyatt, Conservation Specialist
Siobhan Nishida, District Manager
Brandon Blevins, Conservation Specialist (Not Present)

AGENCY PERSONNEL PRESENT

Wess Stanley, NRCS
Dr. Angela Ball, DCR

ATTENDANCE FROM THE PUBLIC

Mason Wimmer and John Dotson, Earth Team Volunteers

CALL MEETING TO ORDER: Adam Wilson called the July 9th, 2019 Clinch Valley Soil and Water Conservation District (SWCD) Board of Directors meeting to order at 12:30 pm.

ADDITIONS TO THE AGENDA:

None

APPROVAL OF JUNE 11th, 2019 BOARD MEETING MINUTES: The *June 11th, 2019 Board Meeting Minutes* were presented for review and approval. A motion was made by Zac Ketron to approve *June 11th, 2019 Board Meeting Minutes*. The motion was properly seconded by Gary Breeding and the motion carried.

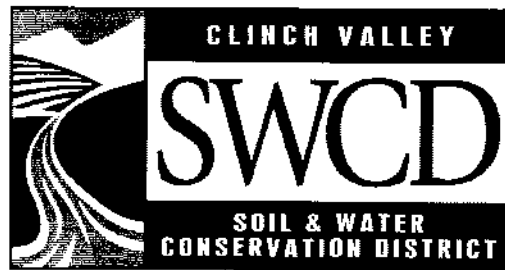
APPROVAL OF JUNE 11th, 2019 EXECUTIVE COMMITTEE MEETING MINUTES: The *June 11th, 2019 Executive Committee Meeting Minutes* were presented for review and approval. A motion was made by Zac Ketron to approve *June 11th, 2019 Executive Committee Meeting Minutes*. The motion was properly seconded by Gary Breeding and the motion carried.

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APPROVAL OF JUNE 11th, 2019 EDUCATION COMMITTEE MEETING MINUTES: The June 11th, 2019 Education Committee Meeting Minutes were presented for review and approval. A motion was made by Zac Ketron to approve June 11th, 2019 Education Committee Meeting Minutes. The motion was properly seconded by Gary Breeding and the motion carried.

REVIEW, RECEIVE AND FILE THE TREASURER'S REPORTS: The Treasurer's Report as of May 30th, 2019 was presented to the board for review. A motion was made by Zac Ketron to receive and file the Treasurer's Report as of May 30th, 2019. The motion was properly seconded by Jason Bush and the motion carried.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Welcoming Hunter Wyatt, Conservation Specialist

Siobhan Nishida introduces Hunter Wyatt and welcomed him to the Clinch Valley SWCD team. Hunter started on June 24th, 2019 and has started his on line training to be a certified Conservation Specialist and 319 Grant requirements. Staff is appreciative of his positive attitude and help.

FY 19 Grant Agreement Assessment

Angie Ball reviewed the FY 19 Grant Agreement Assessment as presented. Discussion. It is noted that all existing staff are current with their IT Security training, last minute cost share cancellations dropped the district below the 90% allocated and that by listing the Long Term Plan BOD annual review in the APOW monthly checklist it will not be missed in the future.

VACS PY2020 Program Updates

Hunter Wyatt shared with the board changes in the SL-6 cost share program including new sliding scale of setbacks of 10'- 50', sliding cost share of 60%-100%, 10 or 15 year contract option, buffer payments of \$80 per acre, cost share cap of \$100,000.00 and a 25% tax credit available for remaining cost.

Revised VACS Carryover Report Approval w/ Signature

Siobhan Nishida presented approved FY18 and FY 19 VACS carry over projects as listed as a LOGI report and requested chairman signature for DCR grant deliverable. Adam Wilson signed the reports.

VACS PY19 Cancellations

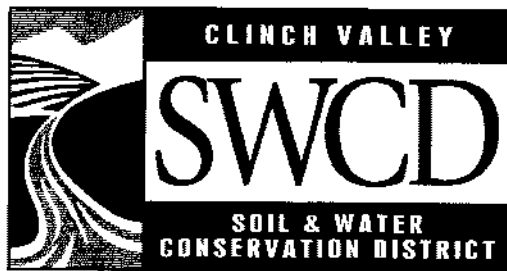
Siobhan Nishida shared with the board the list of projects that will need to be canceled. The WQ-12 projects were ineligible practice to be carried over and the SL-6 project was canceled at the request of the producer. Zac Ketron makes a motion to cancel WQ-12 project CN: 25-19-0022 & CP: 20-19-0004 instance number 325457. The motion is seconded by Gary Breeding and the motion carried. Zac Ketron makes a motion to cancel SL-6 project CN: 25-19-0022 & CP:20-19-0004 instance number 325460. The motion is seconded by Gary Breeding and the motion carried. Zac Ketron makes a motion to cancel WQ-

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12 project CN: 25-19-0021 & CP: 20-19-0010. The motion is seconded by Gary Breeding and the motion carried.

FY19 E.O Y. Cash On-Hand Balance Report

Siobhan Nishida reported on the End of Program Year Cash On-Hand Balance. As reflected in the report the amount of funds to return to DCR will be as follows: 2017 OCB VACS- \$710.76, 2018 OCB VACS- \$13,282.62 and 2019 OCB VACS-\$ 112,981.95

District Budget with Amendments

Siobhan Nishida presented the budget with amendments as requested from the board. Discussion. The board requested for staff to draft a letter requesting Russell County Board of Supervisors to consider allocating \$20,000 for Clinch Valley services.

Purchase of Additional District Equipment- Use of DEQ Loan

The Board requested staff to peruse the DEQ Revolving Fund Loan that may be used to purchase a 7 foot Great Plains no till drill. The Board requested for staff to get quotes for the no till drill and to do more research on the ATV insurance requirements and regulation on who would be allowed to operate it and ride on it.

Purchase of AutoCAD Licensure

Siobhan Nishida shared with the board that staff LinkPass Cards issued by NRCS have been requested and may not be forthcoming in a timely manner which allows access to AutoCAD on the federal computer. She requested the board to consider purchasing the license of AutoCAD so that design work can be efficiently completed within house. Scott Jessee requested for more information on DCR's ability for districts to be able to access an umbrella license similar to NRCS, Angie Ball said she would ask. Scott Jessee made a motion to purchase the AutoCAD program for up to \$2,000.00, the motion was properly seconded and the motion carried.

Vacation Time / Learning Experience for Brandon Blevins

Siobhan Nishida states that Brandon Blevins has been allowed to carry over 141.5 hours more Annual Leave time than the Personnel Policy states is allowed (maximum of 192 hours). Sarah Adams provided Brandon's last year's hourly rate (not including retirement, taxes etc) at \$ 20.61. The board expressed it is to be understood that this is an exceptional situation and not the standard protocol. Any extra time not used by end of the calendar year will be lost as stated in the personnel policy. Gary Breeding makes a motion to give Brandon Blevins a onetime payment of 141.5h x \$ 20.61 = \$2,916.32 and reduce his Annual leave to 192 hours. The motion is properly seconded by Jason Bush and the motion carried.

Envirothon Host Schedule

Siobhan Nishida reviewed the proposed Envirothon Host Schedule with the Board. She explained Tazewell's willingness to host the training each year if they were taken out of the hosting the completion schedule. The second option is that the district that is to host the following year hosts the training to alleviate the work load of the competition host District. The third option is that schedule

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remains the same and that the host District schedules both. Discussion. The board favors the second option but feels like it may be a decision that has to be made as an Area or even the state level. The board request staff to express this concern to the VASWCD and the other Area IV staff.

Co- Held Easements with Virginia Outdoor Foundation

Siobhan Nishida Relayed the information send to the District from the VA Outdoor Foundation in regards to the consideration of relinquishing District duties in co-held agreements for conservation easements. Board requested more information from Conservation Easement Manager Neal Kilgore and asked staff to invite him to share at the next board meeting.

Clean Water Farm Act Nominations

Siobhan Nishida requested the Board to consider families and farms that may be considered for the Clean Water Farm Award and The Family Farm Award. Staff will provide a list of Farms that have participated in District Programs for the last 5 years and a list of farms that have verifications at the next board meeting.

REPORTS FROM COOPERATING AGENCIES:

Conservation District Coordinator, Dr. Angela Ball: Angie reviewed the July 2019 CDC Report with the Board. See attachment A.

NRCS Soil Conservationist, Emerson Kirby:

Emerson reports that he has 12 approved contracts that they will be funding through EQIP totaling over \$550,000 but three people have canceled. Emerson states that he is working on ECP and CREP Renewals with FSA.

District Manager, Siobhan Nishida:

Siobhan reviewed the July 2019 District Managers Report with the Board including the following completed DCR grant deliverables: Completed DCR Optional Questionnaire, Attended VACS Manual Training in Wytheville on June 13, 2019 and Completed 4thQt Annual Report among other tasks completed.

Conservation Specialist, Brandon Blevins:

Siobhan Nishida shared Brandon Blevins Conservation Specialist Report in his absence including 8 site visits and 5 projects concluded among other tasks completed.

Conservation Specialist, Hunter Wyatt:

Hunter Wyatt reviewed his July 2019 Conservation Specialist Report including 5 site visits and completing survey work at 3 site visits. All on line training for Conservation Planner Certification has been completed among other tasks.

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VA Extension, Scott Jessee:

Scott Jesse informs the board that there will be a calf sale July 17, 2019 and Aug 22, 2019 will be a Forage Field Day at the research department at Glade Springs.

DATES TO REMEMBER:

3rd Thursday of Every Month: NRCS In-Service Dates
August 20-22 Graves Mountain Training
Aug 22 Forage Field Day, Glade Spring
December 8-10 2019 VASWCD Annual Meeting Sheraton Norfolk Hotel

ADJOURN:

Gary Breeding made a motion to adjourn at 2:30PM and the motion was properly seconded by Jason Bush. The next Clinch Valley SWCD Board of Directors meeting was scheduled to take place on **August 13, 2019 at 12:30 PM** and be held at the Lebanon USDA Service Center.

X
Adam Wilson
Chairman

Prepared By:
Siobhan Nishida
CVSWCD District manager

